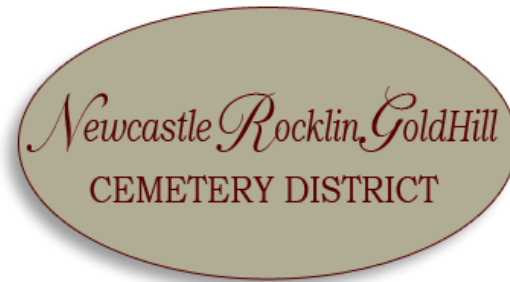


**NEWCASTLE ROCKLIN GOLD HILL  
CEMETERY DISTRICT**

**NEWCASTLE, CALIFORNIA**



**CONTRACT DOCUMENTS AND SPECIFICATIONS FOR:**

**ROCKLIN CEMETERY PAVEMENT PROJECT**

**NUMBER: 2026.2**

SPECIFICATIONS DATED: 06-02-2026

**BID DATE: JUNE 18, 2026 at 2:00 PM PDT**

**TABLE OF CONTENTS**

	<u>Page</u>
00 11 16 – NOTICE INVITING BIDS .....	6
00 21 13 – INSTRUCTIONS TO BIDDERS .....	8
ARTICLE 1. SECURING DOCUMENTS .....	8
ARTICLE 2. EXAMINATION OF SITE AND CONTRACT DOCUMENTS .....	8
ARTICLE 3. INTERPRETATION OF DRAWINGS AND DOCUMENTS .....	8
ARTICLE 4. PRE-BID CONFERENCE .....	9
ARTICLE 5. ADDENDA.....	9
ARTICLE 6. ALTERNATE BIDS .....	9
ARTICLE 7. COMPLETION OF BID FORMS .....	9
ARTICLE 8. MODIFICATIONS OF BIDS .....	9
ARTICLE 9. SUBCONTRACTORS.....	10
ARTICLE 10. LICENSING REQUIREMENTS.....	10
ARTICLE 11. BID GUARANTEE (BOND).....	10
ARTICLE 12. IRAN CONTRACTING ACT OF 2010 .....	10
ARTICLE 13. NONCOLLUSION DECLARATION.....	11
ARTICLE 14. PUBLIC WORKS CONTRACTOR REGISTRATION CERTIFICATION .....	11
ARTICLE 15. BIDDER INFORMATION AND EXPERIENCE FORM.....	11
ARTICLE 16. WORKERS' COMPENSATION CERTIFICATION.....	11
ARTICLE 17. SIGNING OF BIDS .....	12
ARTICLE 18. SUBMISSION OF SEALED BIDS .....	12
ARTICLE 19. OPENING OF BIDS.....	12
ARTICLE 20. WITHDRAWAL OF BID .....	13
ARTICLE 21. BIDDERS INTERESTED IN MORE THAN ONE BID .....	13
ARTICLE 22. SUBSTITUTION OF SECURITY.....	13
ARTICLE 23. PREVAILING WAGES.....	13
ARTICLE 24. DEBARMENT OF CONTRACTORS AND SUBCONTRACTORS.....	13
ARTICLE 25. INSURANCE REQUIREMENTS.....	14
ARTICLE 26. PERFORMANCE BOND AND PAYMENT BOND REQUIREMENTS.....	14
ARTICLE 27. SALES AND OTHER APPLICABLE TAXES, PERMITS, LICENSES AND FEES .....	14
ARTICLE 28. PERMIT AND INSPECTION FEE ALLOWANCE.....	14
ARTICLE 29. FILING OF BID PROTESTS .....	14
ARTICLE 30. BASIS OF AWARD; BALANCED BID .....	15

ARTICLE 31. AWARD PROCESS.....	15
ARTICLE 32. EXECUTION OF CONTRACT .....	15
ARTICLE 33. QUESTIONS .....	16
00 31 32 – GEOTECHNICAL REPORT .....	17
00 41 43 – BID FORMS .....	18
ARTICLE 1. INFORMATION ABOUT BIDDER.....	28
ARTICLE 2. LIST OF CURRENT PROJECTS (BACKLOG) .....	31
ARTICLE 3. LIST OF COMPLETED PROJECTS – LAST THREE YEARS .....	32
ARTICLE 4. EXPERIENCE AND TECHNICAL QUALIFICATIONS QUESTIONNAIRE.....	33
ARTICLE 5. VERIFICATION AND EXECUTION .....	34
00 52 13 – CONTRACT .....	39
00 61 13 – BOND FORMS.....	43
00 72 13 – GENERAL CONDITIONS.....	52
ARTICLE 1. DEFINED TERMS .....	52
ARTICLE 2. CONTRACT DOCUMENTS.....	56
ARTICLE 3. PRECONSTRUCTION AND CONSTRUCTION COMMUNICATION .....	56
ARTICLE 4. CONTRACT DOCUMENTS: COPIES & MAINTENANCE.....	57
ARTICLE 5. EXAMINATION OF DRAWINGS, SPECIFICATIONS AND SITE OF WORK .....	57
ARTICLE 6. MOBILIZATION .....	57
ARTICLE 7. EXISTENCE OF UTILITIES AT THE WORK SITE .....	58
ARTICLE 8. SOILS INVESTIGATIONS .....	59
ARTICLE 9. CONTRACTOR’S SUPERVISION.....	60
ARTICLE 10. WORKERS.....	60
ARTICLE 11. INDEPENDENT CONTRACTORS.....	60
ARTICLE 12. SUBCONTRACTS.....	60
ARTICLE 13. VERIFICATION OF EMPLOYMENT ELIGIBILITY .....	61
ARTICLE 14. REQUESTS FOR SUBSTITUTION .....	61
ARTICLE 15. SHOP DRAWINGS.....	62
ARTICLE 16. SUBMITTALS .....	63
ARTICLE 17. MATERIALS .....	63
ARTICLE 18. PERMITS AND LICENSES.....	64
ARTICLE 19. TRENCHES.....	64
ARTICLE 20. TRAFFIC CONTROL.....	65
ARTICLE 21. DIVERSION OF RECYCLABLE WASTE MATERIALS .....	65

ARTICLE 22.	REMOVAL OF HAZARDOUS MATERIALS .....	66
ARTICLE 23.	SANITARY FACILITIES.....	66
ARTICLE 24.	AIR POLLUTION CONTROL .....	66
ARTICLE 25.	LAYOUT AND FIELD ENGINEERING .....	66
ARTICLE 26.	TESTS AND INSPECTIONS .....	66
ARTICLE 27.	PROTECTION OF WORK AND PROPERTY .....	67
ARTICLE 28.	CONTRACTOR'S MEANS AND METHODS .....	68
ARTICLE 29.	AUTHORIZED REPRESENTATIVES .....	68
ARTICLE 30.	HOURS OF WORK.....	68
ARTICLE 31.	PAYROLL RECORDS; LABOR COMPLIANCE .....	69
ARTICLE 32.	PREVAILING RATES OF WAGES .....	70
ARTICLE 33.	PUBLIC WORKS CONTRACTOR REGISTRATION.....	71
ARTICLE 34.	EMPLOYMENT OF APPRENTICES.....	71
ARTICLE 35.	NONDISCRIMINATION/EQUAL EMPLOYMENT OPPORTUNITY .....	71
ARTICLE 36.	DEBARMENT OF CONTRACTORS AND SUBCONTRACTORS.....	72
ARTICLE 37.	LABOR/EMPLOYMENT SAFETY.....	72
ARTICLE 38.	INSURANCE .....	73
ARTICLE 39.	FORM AND PROOF OF CARRIAGE OF INSURANCE .....	76
ARTICLE 40.	TIME FOR COMPLETION AND LIQUIDATED DAMAGES.....	77
ARTICLE 41.	COST BREAKDOWN AND PERIODIC ESTIMATES.....	78
ARTICLE 42.	PROGRESS ESTIMATES AND PAYMENT.....	78
ARTICLE 43.	SECURITIES FOR MONEY WITHHELD .....	80
ARTICLE 44.	CHANGES AND EXTRA WORK.....	80
ARTICLE 45.	FINAL ACCEPTANCE AND PAYMENT.....	94
ARTICLE 46.	OCCUPANCY.....	95
ARTICLE 47.	INDEMNIFICATION.....	95
ARTICLE 48.	PROCEDURE FOR RESOLVING DISPUTES.....	96
ARTICLE 49.	DISTRICT'S RIGHT TO TERMINATE CONTRACT .....	100
ARTICLE 50.	WARRANTY AND GUARANTEE OF WORK.....	103
ARTICLE 51.	DOCUMENT RETENTION & EXAMINATION.....	105
ARTICLE 52.	SEPARATE CONTRACTS .....	105
ARTICLE 53.	NOTICE AND SERVICE THEREOF .....	106
ARTICLE 54.	NOTICE OF THIRD PARTY CLAIMS .....	106
ARTICLE 55.	STATE LICENSE BOARD NOTICE.....	106
ARTICLE 56.	INTEGRATION .....	107
ARTICLE 57.	ASSIGNMENT OF CONTRACT .....	107

ARTICLE 58. CHANGE IN NAME AND NATURE OF CONTRACTOR'S LEGAL ENTITY.....	107
ARTICLE 59. ASSIGNMENT OF ANTITRUST ACTIONS .....	107
ARTICLE 60. PROHIBITED INTERESTS.....	107
ARTICLE 61. CONTROLLING LAW .....	108
ARTICLE 62. JURISDICTION; VENUE .....	108
ARTICLE 63. LAWS AND REGULATIONS .....	108
ARTICLE 64. PATENTS.....	108
ARTICLE 65. OWNERSHIP OF CONTRACT DOCUMENTS .....	108
ARTICLE 66. NOTICE OF TAXABLE POSSESSORY INTEREST .....	108
ARTICLE 67. SURVIVAL OF OBLIGATIONS.....	108
00 73 13 – SPECIAL CONDITIONS.....	110
01 23 00 – ALTERNATES.....	113
01 29 73 – SCHEDULE OF VALUES.....	115
01 29 76 – PROGRESS PAYMENT PROCEDURES .....	116
01 31 00 – PROJECT MANAGEMENT AND COORDINATION .....	119
01 31 19 – PROJECT MEETINGS.....	123
01 32 16 – CONSTRUCTION PROGRESS SCHEDULE .....	127
01 33 00 – SUBMITTAL PROCEDURES .....	132
01 41 00 – REGULATORY REQUIREMENTS AND PERMITS .....	138
01 56 39 - TEMPORARY TREE AND PLANT PROTECTION .....	140
01 57 00 – STORM WATER POLLUTION PREVENTION .....	145
01 71 23 – FIELD ENGINEERING AND SURVEYING .....	156
01 77 00 – CLOSEOUT PROCEDURES.....	158
03 10 00 – CONCRETE FORMWORK.....	162
03 30 00 – CAST IN PLACE CONCRETE.....	166
31 10 00 - SITE CLEARING.....	174
31 20 00 – EARTHWORK.....	177
31 32 10 – GEOTEXTILE FOR SUBGRADE STABILIZATION .....	180
32 11 23 – AGGREGATE BASE .....	183
32 12 16 – ASPHALTIC CONCRETE PAVING .....	187
32 01 13 – ASPHALT EMULSION SEAL COAT.....	191
32 17 23 - PAVEMENT MARKING.....	195
32 16 13 – CONCRETE CURBS, GUTTERS, WALKS.....	198

## 00 11 16 – NOTICE INVITING BIDS

NOTICE IS HEREBY GIVEN that the Newcastle Rocklin Gold Hill Cemetery District (“District”) invites and will receive sealed Bids up to but not later than **2:00 p.m. PDT, on Thursday, June 18, 2026** at the office of the Newcastle Rocklin Gold Hill Cemetery District office, located at 850 Taylor Rd, Newcastle, CA 95658, for the furnishing to District of all labor, equipment, materials, tools, services, transportation, permits, utilities, and all other items necessary for **Rocklin Cemetery Pavement Project** (the “Project”). At said time, Bids will be publicly opened and read aloud at **850 Taylor Rd, Newcastle, CA 95658**. Bids received after said time shall be returned unopened. Bids shall be valid for a period of 90 calendar days after the Bid opening date.

The work consists of the construction roadway drainage improvements, utility infrastructure improvements and Asphalt Pavement.

Bids must be submitted on the District’s Bid Forms. Bidders may request an electronic copy of the Contract Documents (Drawings and Specifications) from the Newcastle Rocklin Gold Hill Public Cemetery District Office located at 850 Taylor Rd, Newcastle, CA 95658 and through a link on the District website (<https://www.nrgcemetery.com>).

Each Bid shall be accompanied by cash, a certified or cashier’s check, or Bid Bond secured from a surety company satisfactory to the District, the amount of which shall not be less than ten percent (10%) of the submitted Total Bid Price, made payable to Newcastle Rocklin Gold Hill Cemetery District as bid security. The bid security shall be provided as a guarantee that within five (5) working days after the District provides the successful bidder the Notice of Award, the successful Bidder will enter into a contract and provide the necessary bonds (including those required by the City of Rocklin) and certificates of insurance. The bid security will be declared forfeited if the successful Bidder fails to comply within said time. No interest will be paid on funds deposited with District.

An **“OPTIONAL”** Pre-Bid Conference is scheduled for **2:00 p.m. PDT, on Thursday June 11, 2026** to review the Project’s existing conditions at **4090 Kannasto St, Rocklin, CA 95677**.

Representatives of the District and consulting engineers, if any, will be present. Questions asked by Bidders at the Pre-Bid Conference not specifically addressed within the Contract Documents shall be answered in writing, and shall be sent to all Bidders present at the Pre-Bid Conference.

The successful Bidder will be required to furnish a Faithful Performance Bond and a Labor and Material Payment Bond each in an amount equal to one hundred percent (100%) of the Contract Price. Each bond shall be in the forms set forth herein, shall be secured from a surety company that meets all State of California bonding requirements, as defined in California Code of Civil Procedure Section 995.120, and that is a California admitted surety insurer.

Pursuant to Section 22300 of the Public Contract Code of the State of California, the successful Bidder may substitute certain securities for funds withheld by District to ensure its performance under the contract.

Pursuant to Labor Code Section 1773, District has obtained the prevailing rate of per diem wages and the prevailing wage rate for holiday and overtime work applicable in Placer County from the Director of the Department of Industrial Relations for each craft, classification, or type of worker needed to execute this contract. A copy of these prevailing wage rates may be obtained via the internet at: [www.dir.ca.gov/dlsr/](http://www.dir.ca.gov/dlsr/)

In addition, a copy of the prevailing rate of per diem wages is available at the District's office and shall be made available to interested parties upon request. The successful Bidder shall post a copy of the prevailing wage rates at each job site. It shall be mandatory upon the Bidder to whom the Contract is awarded, and upon any subcontractors, to comply with all Labor Code provisions, which include but are not limited to the payment of not less than the said specified prevailing wage rates to all workers employed by them in the execution of the Contract, employment of apprentices, hours of labor and debarment of contractors and subcontractors.

Pursuant to Labor Code sections 1725.5 and 1771.1, all contractors and subcontractors that wish to bid on, be listed in a bid proposal, or enter into a contract to perform public work must be registered with the Department of Industrial Relations. No Bid will be accepted nor any contract entered into without proof of the contractor's and subcontractors' current registration with the Department of Industrial Relations to perform public work. If awarded a contract, the Bidder and its subcontractors, of any tier, shall maintain active registration with the Department of Industrial Relations for the duration of the Project. Notwithstanding the foregoing, the contractor registration requirements mandated by Labor Code Sections 1725.5 and 1771.1 shall not apply to work performed on a public works project that is exempt pursuant to the small project exemption specified in Labor Code Sections 1725.5 and 1771.1.

This Project is subject to compliance monitoring and enforcement by the Department of Industrial Relations. In bidding on this Project, it shall be the Bidder's sole responsibility to evaluate and include the cost of complying with all labor compliance requirements under this contract and applicable law in its Bid.

Unless otherwise provided in the Instructions for Bidders, each Bidder shall be a licensed contractor pursuant to sections 7000 et seq. of the Business and Professions Code in the following classification(s) throughout the time it submits its Bid and for the duration of the contract: General Building Contractor License A.

Substitution requests shall be made within 35 calendar days after the award of the contract. Pursuant to Public Contract Code Section 3400(b), the District may make findings designating that certain additional materials, methods or services by specific brand or trade name other than those listed in the Standard Specifications be used for the Project. Such findings, if any, as well as the materials, methods or services and their specific brand or trade names that must be used for the Project may be found in the Special Conditions.

District shall award the contract for the Project to the lowest responsive, responsible Bidder as determined by the District from the BASE BID PLUS ALL ALTERNATES. District reserves the right to reject any or all bids or to waive any irregularities or informalities in any bids or in the bidding process.

For further information, contact Jeff Forrey, Project Manager, at [jforrey@nrgcemetery.com](mailto:jforrey@nrgcemetery.com) or (916) 663-4660.

**END OF NOTICE INVITING BIDS**

## **00 21 13 – INSTRUCTIONS TO BIDDERS**

### **ARTICLE 1. SECURING DOCUMENTS**

The District will make the Contract Documents available for review at one or more plan rooms, as indicated in the Notice Inviting Bids. Please Note: Prospective Bidders who choose to review the Contract Documents at a plan room must contact the District to obtain the required Contract Documents if they decide to submit a bid for the Project.

Addenda, if any, issued during the bid period will be to those contractors who have obtained documents as described in the Notice Inviting Bids and have had their names added to the Plan Holders List. Addenda will also be posted on the District's website. Failure to acknowledge addenda may make a bid nonresponsive and not eligible for award of the contract.

### **ARTICLE 2. EXAMINATION OF SITE AND CONTRACT DOCUMENTS**

At its own expense and prior to submitting its Bid, each Bidder shall visit the site of the proposed work and fully acquaint itself with the conditions relating to the construction and labor required so that the Bidder may fully understand the work, including but not limited to difficulties and restrictions attending the execution of the work under the contract. Each Bidder shall carefully examine the Drawings, and shall read the Specifications, Contract, and all other documents referenced herein. Each Bidder shall also determine the local conditions which may in any way affect the performance of the work, including local tax structure, contractors' licensing requirements, availability of required insurance, the prevailing wages and other relevant cost factors, shall familiarize itself with all federal, state and local laws, ordinances, rules, regulations and codes affecting the performance of the work, including the cost of permits and licenses required for the work, and shall make such surveys and investigations, including investigations of subsurface or latent physical conditions at the site or where work is to be performed as may be required. Bidders are responsible for consulting the standards referenced in the Contract. The failure or omission of any Bidder to receive or examine any contract documents, forms, instruments, addenda, or other documents, or to visit the site and acquaint itself with conditions there existing shall in no way relieve any Bidder from any obligation with respect to its Bid or to the contract and no relief for error or omission will be given except as required under State law. The submission of a Bid shall be taken as conclusive evidence of compliance with this Article.

### **ARTICLE 3. INTERPRETATION OF DRAWINGS AND DOCUMENTS**

Prospective Bidders unclear as to the true meaning of any part of the Drawings, Specifications or other proposed contract documents may submit to the Engineer of the District a written request for interpretation. The prospective Bidder submitting the request is responsible for prompt delivery. Interpretation of the Drawings, Specifications or other proposed contract documents will be made only by a written addendum duly issued and a copy of such addenda will be mailed or delivered to each prospective Bidder who has purchased a set of Drawings and Specifications. The District will not be responsible for any other explanation or interpretations of the proposed documents. If a Prospective Bidders becomes aware of any errors or omissions in any part of the Contract Documents, it is the obligation of the Prospective Bidder to promptly bring it to the attention of the District.

#### **ARTICLE 4. PRE-BID CONFERENCE**

An “**OPTIONAL**” Pre-Bid Conference is scheduled for **2:00 p.m., on Thursday June 11, 2026** to review the Project's existing conditions at **4090 Kannasto St, Rocklin, CA 95677**. Representatives of the District and consulting engineers, if any, will be present. Questions asked by Bidders at the Pre-Bid Conference not specifically addressed within the Contract Documents shall be answered in writing, and shall be sent to all Bidders present at the Pre-Bid Conference.

#### **ARTICLE 5. ADDENDA**

The District reserves the right to revise the Contract Documents prior to the Bid opening date. Revisions, if any, shall be made by written Addenda. All Addenda issued by the District shall be included in the Bid and made part of the Contract Documents. Pursuant to Public Contract Code Section 4104.5, if the District issues an Addendum which includes material changes to the Project less than 72 hours prior to the deadline for submission of Bids, the District will extend the deadline for submission of Bids. The District may determine, in its sole discretion, whether an Addendum warrants postponement of the Bid submission date. Each prospective Bidder shall provide District a name, address, email address, and facsimile number to which Addenda may be sent, as well as a telephone number by which the District can contact the Bidder. Copies of Addenda will be furnished by email, facsimile, first class mail, express mail or other proper means of delivery without charge to all parties who have obtained a copy of the Contract Documents and provided such current information. Please Note: Bidders are responsible for ensuring that they have received any and all Addenda. To this end, each Bidder should contact the **District** to verify that it has received all Addenda issued, if any, prior to the Bid opening. The Bidder shall indicate the Addenda received prior to bidding in the space provided in the Bid Form. Failure to indicate all Addenda may be sufficient cause for rejecting the Bid.

#### **ARTICLE 6. ALTERNATE BIDS**

If alternate bid items are called for in the Contract Documents, the time required for completion of the alternate bid items has already been factored into the Contract duration and no additional Contract time will be awarded for any of the alternate bid items. The District may elect to include one or more of the alternate bid items, or to otherwise remove certain work from the Project scope of work. Accordingly, each bidder must ensure that each bid item contains a proportionate share of profit, overhead, and other costs or expenses which will be incurred by the bidder.

#### **ARTICLE 7. COMPLETION OF BID FORMS**

Bids shall only be prepared using copies of the Bid Forms which are included in the Contract Documents. The use of substitute Bid Forms other than clear and correct photocopies of those provided by the District will not be permitted. Bids shall be executed by an authorized signatory as described in these Instructions to Bidders. In addition, Bidders shall fill in all blank spaces (including inserting “N/A” where applicable), and initial all interlineations, alterations, or erasures to the Bid Forms. Bidders shall neither delete, modify, nor supplement the printed matter on the Bid Forms nor make substitutions thereon. **USE OF BLACK OR BLUE INK, INDELIBLE PENCIL, OR A TYPEWRITER IS REQUIRED.** Deviations in the Bid Forms may result in the Bid being deemed non-responsive.

#### **ARTICLE 8. MODIFICATIONS OF BIDS**

Each Bidder shall submit its Bid in strict conformity with the requirements of the Contract

Documents. Unauthorized additions, modifications, revisions, conditions, limitations, exclusions or provisions attached to a Bid may render it non-responsive and may cause its rejection. Bidders shall not delete, modify, or supplement the printed matter on the Bid Forms, or make substitutions thereon. Oral, telephonic and electronic modifications will not be considered.

#### **ARTICLE 9. SUBCONTRACTORS**

Bidder shall set forth the name, address of the place of business, and contractor license number of each subcontractor who will perform work, labor, furnish materials or render services to the bidder on said contract and each subcontractor licensed by the State of California who, under subcontract to bidder, specially fabricates and installs a portion of the Work described in the Drawings and Specifications in an amount in excess of one half of one percent (0.5%) of the total bid price, and shall indicate the portion of the work to be done by such subcontractor in accordance with Public Contract Code Section 4104.

#### **ARTICLE 10. LICENSING REQUIREMENTS**

Pursuant to Business and Professions Code Section 7028.15 and Public Contract Code Section 3300, all bidders must possess proper licenses for performance of this Contract. Subcontractors must possess the appropriate licenses for each specialty subcontracted. Pursuant to Business and Professions Code Section 7028.5, the District shall consider any bid submitted by a contractor not currently licensed in accordance with state law and pursuant to the requirements found in the Contract Documents to be nonresponsive, and the District shall reject the Bid. The District shall have the right to request, and Bidders shall provide within ten (10) calendar days, evidence satisfactory to the District of all valid license(s) currently held by that Bidder and each of the Bidder's subcontractors, before awarding the Contract.

Notwithstanding anything contained herein, if the Work involves federal funds, the Contractor shall be properly licensed by the time the Contract is awarded, pursuant to the provisions of Public Contract Code section 20103.5.

#### **ARTICLE 11. BID GUARANTEE (BOND)**

Each bid shall be accompanied by: (a) cash; (b) a certified or cashier's check made payable to Newcastle Rocklin Gold Hill Cemetery District; or (c) a Bid Bond secured from a surety company satisfactory to the District, the amount of which shall not be less than ten percent (10%) of the Total Bid Price, made payable to Newcastle Rocklin Gold Hill Cemetery District as bid security. Personal sureties and unregistered surety companies are unacceptable. The surety insurer shall be California admitted surety insurer, as defined in Code of Civil Procedure Section 995.120. The bid security shall be provided as a guarantee that within ten (10) working days after the District provides the successful bidder the Notice of Award, the successful bidder will enter into a contract and provide the necessary bonds and certificates of insurance. The bid security will be declared forfeited if the successful bidder fails to comply within said time, and District may enter into a contract with the next lowest responsive responsible bidder, or may call for new bids. No interest shall be paid on funds deposited with the District. District will return the security accompanying the bids of all unsuccessful bidders no later than 60 calendar days after award of the contract.

#### **ARTICLE 12. IRAN CONTRACTING ACT OF 2010**

In accordance with Public Contract Code Section 2200 *et seq.*, the District requires that any person that submits a bid or proposal or otherwise proposes to enter into or renew a contract with

the District with respect to goods or services of one million dollars (\$1,000,000) or more, certify at the time the bid is submitted or the contract is renewed, that the person is not identified on a list created pursuant to subdivision (b) of Public Contract Code Section 2203 as a person engaging in investment activities in Iran described in subdivision (a) of Public Contract Code Section 2202.5, or as a person described in subdivision (b) of Public Contract Code Section 2202.5, as applicable.

The form of such Iran Contracting Certificate is included with the bid package and must be signed and dated under penalty of perjury.

### **ARTICLE 13. NONCOLLUSION DECLARATION**

Bidders on all public works contracts are required to submit a declaration of noncollusion with their bid. This form is included with the bid package and must be signed and dated under penalty of perjury.

### **ARTICLE 14. PUBLIC WORKS CONTRACTOR REGISTRATION CERTIFICATION**

Pursuant to Labor Code sections 1725.5 and 1771.1, all contractors and subcontractors that wish to bid on, be listed in a bid proposal, or enter into a contract to perform public work must be registered with the Department of Industrial Relations. No bid will be accepted nor any contract entered into without proof of the contractor's and subcontractors' current registration with the Department of Industrial Relations to perform public work. If awarded a contract, the bidder and its subcontractors, of any tier, shall maintain active registration with the Department of Industrial Relations for the duration of the Project. To this end, Bidder shall sign and submit with its Bid the Public Works Contractor Registration Certification on the form provided, attesting to the facts contained therein. Failure to submit this form may render the bid non-responsive. In addition, each Bidder shall provide the registration number for each listed subcontractor in the space provided in the Designation of Subcontractors form.

### **ARTICLE 15. BIDDER INFORMATION AND EXPERIENCE FORM**

Each Bidder shall complete the questionnaire provided herein and shall submit the questionnaire along with its Bid. Failure to provide all information requested within the questionnaire along with the Bid may cause the bid to be rejected as non-responsive. The District reserves the right to reject any Bid if an investigation of the information submitted does not satisfy the Engineer that the Bidder is qualified to properly carry out the terms of the contract.

### **ARTICLE 16. WORKERS' COMPENSATION CERTIFICATION**

In accordance with the provisions of Labor Code Section 3700, Contractor shall secure the payment of compensation to its employees. Contractor shall sign and file with the District the following certificate prior to performing the work under this Contract:

I am aware of the provisions of Section 3700 of the Labor Code, which require every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of that code, and I will comply with such provisions before commencing the performance of the work of this contract.

The form of such Workers' Compensation Certificate is included as part of this document.

## **ARTICLE 17. SIGNING OF BIDS**

All Bids submitted shall be executed by the Bidder or its authorized representative. Bidders may be asked to provide evidence in the form of an authenticated resolution of its Board of Directors or a Power of Attorney evidencing the capacity of the person signing the Bid to bind the Bidder to each Bid and to any Contract arising therefrom.

If a Bidder is a joint venture or partnership, it may be asked to submit an authenticated Power of Attorney executed by each joint venturer or partner appointing and designating one of the joint venturers or partners as a management sponsor to execute the Bid on behalf of Bidder. Only that joint venturer or partner shall execute the Bid. The Power of Attorney shall also: (1) authorize that particular joint venturer or partner to act for and bind Bidder in all matters relating to the Bid; and (2) provide that each venturer or partner shall be jointly and severally liable for any and all of the duties and obligations of Bidder assumed under the Bid and under any Contract arising therefrom. The Bid shall be executed by the designated joint venturer or partner on behalf of the joint venture or partnership in its legal name.

## **ARTICLE 18. SUBMISSION OF SEALED BIDS**

Once the Bid and supporting documents have been completed and signed as set forth herein, they shall be placed, along with the Bid Guarantee and other required materials, in a sealed envelope, addressed and delivered or mailed, postage prepaid, to the Engineering Department of the District before the time and day set for the receipt of bids. The envelope shall bear the title of the work and the name of the bidder. No oral or telephonic bids will be considered. No forms transmitted via the internet, e-mail, facsimile, or any other electronic means will be considered unless specifically authorized by the District as provided herein. Bids received after the time and day set for the receipt of bids shall be returned to the bidder unopened. The envelope shall also contain the following in the lower left-hand corner thereof:

**Bid of \_\_\_\_\_ (Bidder's Name)**  
**for the Rocklin Cemetery Pavement Project**

Only where expressly permitted in the Notice Inviting Bids may bidders submit their bids via electronic transmission pursuant to Public Contract Code sections 1600 and 1601. Any acceptable method(s) of electronic transmission shall be stated in the Notice Inviting Bids. District may reject any bid not strictly complying with District's designated methods for delivery.

## **ARTICLE 19. OPENING OF BIDS**

At the time and place set for the opening and reading of bids, or any time thereafter, each and every bid received prior to the time and day set for the receipt of bids will be publicly opened and read. The District will leave unopened any Bid received after the specified date and time, and any such unopened Bid will be returned to the bidder. It is the bidder's sole responsibility to ensure that its Bid is received as specified. Bids may be submitted earlier than the date(s) and time(s) indicated.

The public reading of each bid will include the following information:

- A. The name and business location of the bidder.

- B. The nature and amount of the bid security furnished by bidder.
- C. The bid amount.

Bidders or their representatives and other interested persons may be present at the opening of the bids. The District may, in its sole discretion, elect to postpone the opening of the submitted Bids. The District reserves the right to reject any or all Bids and to waive any informality or irregularity in any Bid.

#### **ARTICLE 20. WITHDRAWAL OF BID**

Any bid may be withdrawn either personally or by written request, incurring no penalty, at any time prior to the scheduled closing time for receipt of bids. Requests to withdraw bids shall be worded so as not to reveal the amount of the original bid. Withdrawn bids may be resubmitted until the time and day set for the receipt of bids, provided that resubmitted bids are in conformance with the instructions herein.

Bids may be withdrawn after bid opening only by providing written notice to District within five (5) working days of the bid opening and in compliance with Public Contract Code Section 5100 *et seq.*, or as otherwise may be allowed with the consent of the District.

#### **ARTICLE 21. BIDDERS INTERESTED IN MORE THAN ONE BID**

No Bidder shall be allowed to make, file or be interested in more than one bid for the same work unless alternate bids are specifically called for. A person, firm or corporation that has submitted a sub-proposal to a Bidder, or that has quoted prices of materials to a Bidder, is not thereby disqualified from submitting a sub-proposal or quoting prices to other bidders. No person, firm, corporation, or other entity may submit a sub-proposal to a Bidder, or quote prices of materials to a Bidder, when also submitting a prime Bid on the same Project.

#### **ARTICLE 22. SUBSTITUTION OF SECURITY**

The Contract Documents call for monthly progress payments based upon the percentage of the Work completed. The District will retain a percentage of each progress payment as provided by the Contract Documents. At the request and expense of the successful Bidder, the District will substitute securities for the amount so retained in accordance with Public Contract Code Section 22300.

#### **ARTICLE 23. PREVAILING WAGES**

The District has obtained from the Director of the Department of Industrial Relations the general prevailing rate of per diem wages in the locality in which this work is to be performed for each craft or type of worker needed to execute the Contract. These rates are available at the Newcastle Rocklin Gold Hill Public Cemetery District Office of the District or may be obtained online at <http://www.dir.ca.gov>. Bidders are advised that a copy of these rates must be posted by the successful Bidder at the job site(s).

#### **ARTICLE 24. DEBARMENT OF CONTRACTORS AND SUBCONTRACTORS**

In accordance with the provisions of the Labor Code, contractors or subcontractors may not perform work on a public works project with a subcontractor who is ineligible to perform work on

a public project pursuant to Labor Code Sections 1777.1 or 1777.7. Any contract on a public works project entered into between a contractor and a debarred subcontractor is void as a matter of law. A debarred subcontractor may not receive any public money for performing work as a subcontractor on a public works contract. Any public money that is paid to a debarred subcontractor by the Contractor for the Project shall be returned to the District. The Contractor shall be responsible for the payment of wages to workers of a debarred subcontractor who has been allowed to work on the Project.

## **ARTICLE 25. INSURANCE REQUIREMENTS**

Prior to commencing work, the successful bidder shall purchase and maintain insurance as set forth in the General Conditions.

## **ARTICLE 26. PERFORMANCE BOND AND PAYMENT BOND REQUIREMENTS**

The successful bidder will be required to furnish a Labor and Material Payment Bond and a Faithful Performance Bond each in an amount equal to one hundred percent (100%) of the contract price. Each bond shall be secured from a surety company that meets all State of California bonding requirements, as defined in California Code of Civil Procedure Section 995.120 and is admitted by the State of California. Each bond shall be accompanied, upon the request of District, with all documents required by California Code of Civil Procedure Section 995.660 to the extent required by law. All bonding and insurance requirements shall be completed and submitted to District within ten (10) working days from the date the District provides the successful bidder with the Notice of Award.

## **ARTICLE 27. SALES AND OTHER APPLICABLE TAXES, PERMITS, LICENSES AND FEES**

Contractor and its subcontractors performing work under this Contract will be required to pay California sales tax and other applicable taxes, and to pay for permits, licenses and fees required by the agencies with authority in the jurisdiction in which the Work will be located, unless otherwise expressly provided by the Contract Documents.

## **ARTICLE 28. PERMIT AND INSPECTION FEE ALLOWANCE**

~~Notwithstanding anything contained herein, the Bid Form contains an allowance for the Contractor's cost of acquiring traffic control permits and for construction inspection fees that may be charged to the Contractor by the Agency of Jurisdiction. The allowance is included within the Bid Form to eliminate the need by bidders to research or estimate the costs of traffic control permits and construction inspection fees prior to submitting a bid. The allowance is specifically intended to account for the costs of traffic control permits and construction inspection fees charged by the local Agency of Jurisdiction only. No other costs payable by Contractor to the Agency of Jurisdiction are included within the allowance.~~

## **ARTICLE 29. FILING OF BID PROTESTS**

Bidders may file a "protest" of a Bid with the District's District Manager. In order for a Bidder's protest to be considered valid, the protest must:

- A. Be filed in writing within five (5) calendar days after the bid opening date;
- B. Clearly identify the specific irregularity or accusation;

- C. Clearly identify the specific District staff determination or recommendation being protested;
- D. Specify in detail the grounds for protest and the facts supporting the protest; and
- E. Include all relevant, supporting documentation with the protest at time of filing.

If the protest does not comply with each of these requirements, the District may reject the protest without further review.

If the protest is timely and complies with the above requirements, the District's, District Manager or other designated District staff member, shall review the protest, any response from the challenged Bidder(s), and all other relevant information. The District Manager will provide a written decision to the protestor.

The procedure and time limits set forth in this Article are mandatory and are the sole and exclusive remedy in the event of a Bid protest. Failure to comply with these procedures shall constitute a failure to exhaust administrative remedies and a waiver of any right to further pursue the Bid protest, including filing a Government Code Claim or legal proceedings.

### **ARTICLE 30. BASIS OF AWARD; BALANCED BID**

The District shall award the Contract to the lowest responsible Bidder submitting a responsive Bid. The lowest Bid will be determined on the basis of the Total Bid Price.

The District may reject any Bid which, in its opinion when compared to other Bids received or to the District's internal estimates, does not accurately reflect the cost to perform the Work. The District may reject as non-responsive any Bid which unevenly weights or allocates costs, including but not limited to overhead and profit to one or more particular bid items.

### **ARTICLE 31. AWARD PROCESS**

Once all Bids are opened and reviewed to determine the lowest responsive and responsible Bidder, the District may award the contract. The apparent successful Bidder should begin to prepare the following documents: (1) the Performance Bond; (2) the Payment Bond; and (3) the required insurance certificates and endorsements. Once the District notifies the Bidder of the award, the Bidder will have ten (10) working days from the date of this notification to execute the Contract and supply the District with all of the required documents and certifications. Regardless of whether the Bidder supplies the required documents and certifications in a timely manner, the Contract time will begin to run twenty (20) working days from the date of the notification. Once the District receives all of the properly drafted and executed documents and certifications from the Bidder, the District shall issue a Notice to Proceed to that Bidder.

### **ARTICLE 32. EXECUTION OF CONTRACT**

As required herein the Bidder to whom an award is made shall execute the Contract in the amount determined by the Contract Documents. The District may require appropriate evidence that the persons executing the Contract are duly empowered to do so. The Contract and bond forms to be executed by the successful Bidder are included within these Specifications and shall not be detached.

### **ARTICLE 33. QUESTIONS**

Questions regarding this Notice Inviting Bids may be directed to **Jeff Forrey at [jforrey@nrgcemetary.com](mailto:jforrey@nrgcemetary.com)**. No other members of the District's staff or governing body should be contacted about this procurement during the bidding process. Any and all inquiries and comments regarding this Bid must be communicated in writing, unless otherwise instructed by the District. The District may, in its sole discretion, disqualify any Bidder who engages in any prohibited communications. All questions shall be received no later than **2:00 p.m. on Monday, June 16, 2026 by 2PM PDT**.

## 00 31 32 – GEOTECHNICAL REPORT

Geotechnical Report is not available for this project.

**00 41 43 – BID FORMS**

1.1 Bid.

Bids will be received at the Newcastle Rocklin Gold Hill Cemetery District, **850 Taylor Rd, Newcastle, CA 95658**, until **2:00 p.m. PDT, on Thursday, June 18, 2026.**

**NAME OF BIDDER:** \_\_\_\_\_

Newcastle Rocklin Gold Hill Cemetery District  
850 Taylor Rd  
Newcastle, CA 95658

The undersigned hereby declare that we have carefully examined the location of the proposed Work, and have read and examined the Contract Documents, including all plans, specifications, and all addenda, if any for the following Project:

**Rocklin Cemetery Pavement Project**

We hereby propose to furnish all labor, materials, equipment, tools, transportation, and services, and to discharge all duties and obligations necessary and required to perform and complete the Project, as described and in strict conformity with the Drawings, and these Specifications for TOTAL BID PRICE indicated herein.

The undersigned acknowledges receipt, understanding, and full consideration of the following addenda to the Contract Documents:

Addenda No. \_\_\_\_\_

1. Attached is the required Bid Guarantee in the amount of not less than 10% of the Total Bid Price.
2. Attached is the completed Designation of Subcontractors form.
3. Attached is the fully executed Noncollusion Declaration form.
4. Attached is the completed Iran Contracting Act Certification form.
5. Attached is the completed Public Works Contractor Registration Certification form.
6. Attached is the completed Contractor’s Certificate Regarding Workers’ Compensation form.
7. Attached is the completed Bidder Information and Experience form.

**A. BASE BID SCHEDULE**

<b>ROCKLIN CEMETERY PAVEMENT PROJECT BASE BID SCHEDULE</b>					
<b>No.</b>	<b>Item</b>	<b>Quantity</b>	<b>Units</b>	<b>Unit Price</b>	<b>Total</b>
1	Mobilization	1	LS		
2	Remove and Install Pavement Section, 3 over 6	34,487	SF		
3	Remove and Install Pavement Section, 3 over 3	22,714	SF		
4	Digout Repair Full Section	1,056	SF		
5	1.5 Inch Remove and Install Pavement Section	9,674	SF		
6	Roadway Widening Per Plan and Detail 4 & 5, Sheet C2	1,705	SF		
7	Remove and Replace Utility Box and Utilities and Reinstall New Water and Electrical System Complete.	2	Each		
8	New Drainage Box Complete	2	Each		
9	Install 8 Inch HDPE Storm Drain Line Complete	1	LF		
10	Install Concrete Vertical Curb Complete	335	LF		
11	Pavement Markings Complete	1	LS		
<b>Sub Total Base Bid Price</b>					

**B. BID DEDUCTIVE ALTERNATE 1**

<b>ROCKLIN CEMETERY PAVEMENT PROJECT BID DEDUCTIVE ALTERNATE SCHEDULE</b>					
<b>No.</b>	<b>Item</b>	<b>Quantity</b>	<b>Units</b>	<b>Unit Price</b>	<b>Total</b>
1	Seal coat roadways	160,000	SF		
<b>Sub Total Bid Deductive Alternate 1 Price</b>					

**C. BID DEDUCTIVE ALTERNATE 2**

<b>ROCKLIN CEMETERY PAVEMENT PROJECT BID DEDUCTIVE ALTERNATE SCHEDULE</b>					
No.	Item	Quantity	Units	Unit Price	Total
1	Geotextile Fabric	60,316	SF		
<b>Sub Total Bid Deductive Alternate 2 Price</b>					

**D. TOTAL BID PRICE (INCLUDES ALL DEDUCTIVE ALTERNATES):**

<p><b>TOTAL BID PRICE BASED ON BID SCHEDULE TOTAL OF UNIT PRICES FOR THE ROCKLIN CEMETERY PAVEMENT PROJECT</b></p> <p>\$ Total Bid Price in Numbers</p> <p>\$ Total Bid Price in Written Form</p> <p>In case of discrepancy between the written price and the numerical price, the written price shall prevail.</p>
--

The undersigned agrees that this Bid Form constitutes a firm offer to the District which cannot be withdrawn for the number of calendar days indicated in the Notice Inviting Bids from and after the Bid opening, or until a Contract for the Work is fully executed by the District and a third party, whichever is earlier.

The successful bidder hereby agrees to sign the contract and furnish the necessary bonds and certificates of insurance within ten (10) working days after the District provides the successful bidder with the Notice of Award.

Upon receipt of the signed contract and other required documents, the contract will be executed by the District, after which the District will prepare a letter giving Contractor Notice to Proceed. The official starting date shall be the date of the Notice to Proceed, unless otherwise specified. The undersigned agrees to begin the Work within ten (10) working days of the date of the Notice to Proceed, unless otherwise specified.

The undersigned has examined the location of the proposed work and is familiar with the Drawings and Specifications and the local conditions at the place where work is to be done.

If awarded the contract, the undersigned agrees that there shall be paid by the undersigned and by all subcontractors to all laborers, workers and mechanics employed in the execution of such contract no less than the prevailing wage rate within Placer County for each craft, classification, or type of worker needed to complete the Work contemplated by this contract as established by the Director of the Department of Industrial Relations. A copy of the prevailing rate of per diem wages are on file at the District's Administration Office and shall be made available to interested parties upon request.

Enclosed find cash, bidder's bond, or cashier's or certified check No. \_\_\_\_\_ from the \_\_\_\_\_ Bank in the amount of \_\_\_\_\_, which is not less than ten percent (10%) of this bid, payable to Newcastle Rocklin Gold Hill Cemetery District as bid security and which is given as a guarantee that the undersigned will enter into a contract and provide the necessary bonds and certificates of insurance if awarded the Work.

The bidder furthermore agrees that in case of bidder's default in executing said contract and furnishing required bonds and certificates of insurance, the cash, bidder's bond, or cashier's or certified check accompanying this proposal and the money payable thereon shall become and shall remain the property of the Newcastle Rocklin Gold Hill Public Cemetery District.

Bidder is an individual \_\_\_\_\_, or corporation \_\_\_\_\_, or partnership \_\_\_\_\_, organized under the laws of the State of \_\_\_\_\_.

Bidder confirms license(s) required by California State Contractor's License Law for the performance of the subject project are in full effect and proper order. The following are the Bidder's applicable license number(s), with their expiration date(s) and class of license(s):

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If the Bidder is a joint venture, each member of the joint venture must include the required licensing information.

Sureties that will furnish the Faithful Performance Bond and the Labor and Material Payment Bond, in the form specified herein, in an amount equal to one hundred percent (100%) of the contract price within ten (10) working days from the date the District provides the successful bidder the Notice of Award. Sureties must meet all of the State of California bonding requirements, as defined in California Code of Civil Procedure Section 995.120 and must be authorized by the State of California.

The insurance company or companies to provide the insurance required in the contract documents must have a Financial Strength Rating of not less than "A-" and a Financial Size Category of not less than "Class VII" according to the latest Best Key Rating Guide. At the sole discretion of the District, the District may waive the Financial Strength Rating and the Financial Size Category classifications for Workers' Compensation insurance.

(signatures continued on next page)

I hereby certify under penalty of perjury under the laws of the State of California that all of the information submitted in connection with this Bid and all of the representations made herein are true and correct.

Executed at \_\_\_\_\_, on this \_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

(Bidders Name – Print or Type)

\_\_\_\_\_  
(Name and Title)

(Corporate Seal)

\_\_\_\_\_  
(Signature)

Names of individual members of firm or names and titles of all officers of corporation and their addresses are listed below:

Name \_\_\_\_\_ Title \_\_\_\_\_

Complete Address \_\_\_\_\_

Phone \_\_\_\_\_ FAX \_\_\_\_\_

Name \_\_\_\_\_ Title \_\_\_\_\_

Complete Address \_\_\_\_\_

Phone \_\_\_\_\_ FAX \_\_\_\_\_

Name \_\_\_\_\_ Title \_\_\_\_\_

Complete Address \_\_\_\_\_

Phone \_\_\_\_\_ FAX \_\_\_\_\_

Name \_\_\_\_\_ Title \_\_\_\_\_

Complete Address \_\_\_\_\_

Phone \_\_\_\_\_ FAX \_\_\_\_\_

1.2 Bid Bond

**[Note: Not required when other form of Bidder's Security, e.g. cash, certified check or cashier's check, accompanies bid.]**

The makers of this bond are, \_\_\_\_\_, as Principal, and \_\_\_\_\_, as Surety and are held and firmly bound unto the Newcastle Rocklin Gold Hill Public Cemetery District, hereinafter called the District, in the penal sum of TEN PERCENT (10%) OF THE TOTAL BID PRICE of the Principal submitted to District for the work described below, for the payment of which sum in lawful money of the United States, well and truly to be made, we bind ourselves, our heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

THE CONDITION OF THIS OBLIGATION IS SUCH that whereas the Principal has submitted the accompanying bid dated \_\_\_\_\_, 20 \_\_\_\_, for the **Rocklin Cemetery Pavement Project**.

If the Principal does not withdraw its Bid within the time specified in the Contract Documents; and if the Principal is awarded the Contract and provides all documents to the District as required by the Contract Documents; then this obligation shall be null and void. Otherwise, this bond will remain in full force and effect.

Surety, for value received, hereby stipulates and agrees that no change, extension of time, alteration or addition to the terms of the Contract Documents shall in affect its obligation under this bond, and Surety does hereby waive notice of any such changes.

In the event a lawsuit is brought upon this bond by the District and judgment is recovered, the Surety shall pay all litigation expenses incurred by the District in such suit, including reasonable attorneys' fees, court costs, expert witness fees and expenses.

By their signatures hereunder, Surety and Principal hereby confirm under penalty of perjury that surety is an admitted surety insurer authorized to do business in the State of California.

IN WITNESS WHEREOF, the above-bound parties have executed this instrument under their several seals this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, the name and corporate seal of each corporation.

(Corporate Seal)

\_\_\_\_\_  
Contractor/ Principal

By \_\_\_\_\_

Title \_\_\_\_\_

(Corporate Seal)

\_\_\_\_\_  
Surety

By \_\_\_\_\_

Attorney-in-Fact

(Attach Attorney-in-Fact Certificate)

Title \_\_\_\_\_

# Notary Acknowledgment

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

STATE OF CALIFORNIA  
 COUNTY OF \_\_\_\_\_

On \_\_\_\_\_, 20\_\_\_\_, before me, \_\_\_\_\_, Notary Public, personally appeared \_\_\_\_\_, who proved to me on the basis of satisfactory

Name(s) of Signer(s)

evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature of Notary Public \_\_\_\_\_

### OPTIONAL

*Though the information below is not required by law, it may prove valuable to persons relying on the document and could prevent fraudulent removal and reattachment of this form to another document.*

#### CAPACITY CLAIMED BY SIGNER

- Individual
- Corporate Officer

Title(s)

- Partner(s)
  - Limited
  - General
- Attorney-In-Fact
- Trustee(s)
- Guardian/Conservator
- Other:

Signer is representing:  
 Name Of Person(s) Or Entity(ies)

#### DESCRIPTION OF ATTACHED DOCUMENT

Title or Type of Document

Number of Pages

Date of Document

Signer(s) Other Than Named Above

NOTE: This acknowledgment is to be completed for Contractor/Principal.

# Notary Acknowledgment

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

STATE OF CALIFORNIA  
 COUNTY OF \_\_\_\_\_

On \_\_\_\_\_, 20\_\_\_\_, before me, \_\_\_\_\_, Notary Public, personally appeared \_\_\_\_\_, who proved to me on the basis of satisfactory

evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature of Notary Public \_\_\_\_\_

### OPTIONAL

*Though the information below is not required by law, it may prove valuable to persons relying on the document and could prevent fraudulent removal and reattachment of this form to another document.*

#### CAPACITY CLAIMED BY SIGNER

- Individual
- Corporate Officer

\_\_\_\_\_ Title(s)

- Partner(s)                       Limited
- General

- Attorney-In-Fact
- Trustee(s)
- Guardian/Conservator
- Other:

Signer is representing:  
 Name Of Person(s) Or Entity(ies)

\_\_\_\_\_  
 \_\_\_\_\_

#### DESCRIPTION OF ATTACHED DOCUMENT

\_\_\_\_\_ Title or Type of Document

\_\_\_\_\_ Number of Pages

\_\_\_\_\_ Date of Document

\_\_\_\_\_ Signer(s) Other Than Named Above

**NOTE:** This acknowledgment is to be completed for the Attorney-in-Fact. The Power-of-Attorney to local representatives of the bonding company must also be attached.

**END OF BID BOND**

1.3 List of Subcontractors

In compliance with the Subletting and Subcontracting Fair Practices Act Chapter 4 (commencing at Section 4100), Part 1, Division 2 of the Public Contract Code of the State of California and any amendments thereof, Bidder shall set forth below: (a) the name and the location of the place of business, (b) the California contractor license number, (c) the DIR public works contractor registration number unless exempt pursuant to Labor Code Sections 1725.5 and 1771.1, and (d) the portion of the work which will be done by each subcontractor who will perform work or labor or render service to the Bidder in or about the construction of the work or improvement to be performed under this Contract in an amount in excess of one-half of one percent (0.5%) of the Bidder's Total Bid Price. Notwithstanding the foregoing, if the work involves the construction of streets and highways, then the Bidder shall list each subcontractor who will perform work or labor or render service to the Bidder in or about the work in an amount in excess of one-half of one percent (0.5%) of the Bidder's Total Bid Price or \$10,000, whichever is greater. No additional time shall be granted to provide the below requested information.

If a Bidder fails to specify a subcontractor or if a contractor specifies more than one subcontractor for the same portion of work, then the Bidder shall be deemed to have agreed that it is fully qualified to perform that portion of work and that it shall perform that portion itself.

Work to be done by Subcontractor	Name of Subcontractor	Location of Business	CSLB Contractor License No.	DIR Registration Number	% of Work

Work to be done by Subcontractor	Name of Subcontractor	Location of Business	CSLB Contractor License No.	DIR Registration Number	% of Work

(Attach additional sheets if necessary)

Name of Bidder \_\_\_\_\_

Signature \_\_\_\_\_

Name and Title \_\_\_\_\_

Dated \_\_\_\_\_

1.4 Bidder Information and Experience Form

**ARTICLE 1. INFORMATION ABOUT BIDDER**

(Indicate not applicable (“N/A”) where appropriate.)

**NOTE:** Where Bidder is a joint venture, pages shall be duplicated and information provided for all parties to the joint venture.

1.0 Name of Bidder: \_\_\_\_\_

2.0 Type, if Entity: \_\_\_\_\_

3.0 Bidder Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Facsimile Number Telephone Number

\_\_\_\_\_

Email Address

4.0 How many years has Bidder’s organization been in business as a Contractor?

\_\_\_\_\_

5.0 How many years has Bidder’s organization been in business under its present name? \_\_\_\_\_

5.1 Under what other or former names has Bidder’s organization operated? \_\_\_\_\_

6.0 If Bidder’s organization is a corporation, answer the following:

6.1 Date of Incorporation: \_\_\_\_\_

6.2 State of Incorporation: \_\_\_\_\_

6.3 President’s Name: \_\_\_\_\_

6.4 Vice-President’s Name(s): \_\_\_\_\_

\_\_\_\_\_

6.5 Secretary’s Name: \_\_\_\_\_

6.6 Treasurer’s Name: \_\_\_\_\_

7.0 If an individual or a partnership, answer the following:

7.1 Date of Organization: \_\_\_\_\_

7.2 Name and address of all partners (state whether general or limited partnership):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

8.0 If other than a corporation or partnership, describe organization and name principals:

\_\_\_\_\_  
\_\_\_\_\_

9.0 List other states in which Bidder's organization is legally qualified to do business.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

10.0 What type of work does the Bidder normally perform with its own forces?

\_\_\_\_\_  
\_\_\_\_\_

11.0 Has Bidder ever failed to complete any work awarded to it? If so, note when, where, and why:

\_\_\_\_\_  
\_\_\_\_\_

12.0 Within the last five years, has any officer or partner of Bidder's organization ever been an officer or partner of another organization when it failed to complete a contract? If so, attach a separate sheet of explanation:

\_\_\_\_\_  
\_\_\_\_\_

13.0 List Trade References:

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14.0 List Bank References (Bank and Branch Address):

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15.0 Name of Bonding Company and Name and Address of Agent:

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**[REMAINDER OF THIS PAGE INTENTIONALLY LEFT BLANK]**





**ARTICLE 4. EXPERIENCE AND TECHNICAL QUALIFICATIONS QUESTIONNAIRE**

***Personnel:***

The Bidder shall identify the key personnel to be assigned to this project in a management, construction supervision or engineering capacity.

1. List each person's job title, name and percent of time to be allocated to this project:

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2. Summarize each person's specialized education:

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3. List each person's years of construction experience relevant to the project:

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4. Summarize such experience:

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Bidder agrees that personnel named in this Bid will remain on this Project until completion of all relevant Work, unless substituted by personnel of equivalent experience and qualifications approved in advance by the District.

***Changes Occurring Since Prequalification***

If any substantive changes have occurred since Bidder submitted its prequalification package for this Project, Bidder shall list them below. If none are listed, Bidder certifies that no substantive changes have occurred.

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**Additional Bidder's Statements:**

If the Bidder feels that there is additional information which has not been included in the questionnaire above, and which would contribute to the qualification review, it may add that information in a statement here or on an attached sheet, appropriately marked:

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**ARTICLE 5. VERIFICATION AND EXECUTION**

These Bid Forms shall be executed only by a duly authorized official of the Bidder:

I declare under penalty of perjury under the laws of the State of California that the foregoing information is true and correct:

Name of Bidder\_\_\_\_\_

Signature\_\_\_\_\_

Name\_\_\_\_\_

Title\_\_\_\_\_

Date\_\_\_\_\_

1.5 Non-Collusion Declaration

The undersigned declares:

I am the \_\_\_\_\_ of \_\_\_\_\_, the party making the foregoing Bid.

The Bid is not made in the interest of, or on behalf of, any undisclosed person, partnership, company, association, organization, or corporation. The Bid is genuine and not collusive or sham. The Bidder has not directly or indirectly induced or solicited any other Bidder to put in a false or sham bid. The Bidder has not directly or indirectly colluded, conspired, connived, or agreed with any Bidder or anyone else to put in a sham bid, or to refrain from bidding. The Bidder has not in any manner, directly or indirectly, sought by agreement, communication, or conference with anyone to fix the Bid Price of the Bidder or any other Bidder, or to fix any overhead, profit, or cost element of the Bid Price, or of that of any other Bidder. All statements contained in the Bid are true. The Bidder has not, directly or indirectly, submitted his or her Bid Price or any breakdown thereof, or the contents thereof, or divulged information or data relative thereto, to any corporation, partnership, company, association, organization, bid depository, or to any member or agent thereof to effectuate a collusive or sham bid, and has not paid, and will not pay, any person or entity for such purpose.

Any person executing this declaration on behalf of a Bidder that is a corporation, partnership, joint venture, limited liability company, limited liability partnership, or any other entity, hereby represents that he or she has full power to execute, and does execute, this declaration on behalf of the Bidder.

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct and that this declaration is executed on \_\_\_\_\_ [date], at \_\_\_\_\_ [city], \_\_\_\_\_ [state].

Name of Bidder \_\_\_\_\_

Signature \_\_\_\_\_

Name \_\_\_\_\_

Title \_\_\_\_\_

1.6 Iran Contracting Act Certification.  
(Public Contract Code section 2200 et seq.)

As required by California Public Contract Code Section 2204, the Contractor certifies subject to penalty for perjury that the option checked below relating to the Contractor's status in regard to the Iran Contracting Act of 2010 (Public Contract Code Section 2200 *et seq.*) is true and correct:

The Contractor is not:

(1) identified on the current list of person and entities engaged in investment activities in Iran prepared by the California Department of General Services in accordance with subdivision (b) of Public Contract Code Section 2203; or

(2) a financial instruction that extends, for 45 days or more, credit in the amount of \$20,000,000 or more to any other person or entity identified on the current list of persons and entities engaging in investment activities in Iran prepared by the California Department of General Services in accordance with subdivision (b) of Public Contract Code Section 2203, if that person or entity uses or will use the credit to provide goods or services in the energy sector in Iran.

The District has exempted the Contractor from the requirements of the Iran Contracting Act of 2010 after making a public finding that, absent the exemption, the District will be unable to obtain the goods and/or services to be provided pursuant to the Contract.

The amount of the Contract payable to the Contractor for the Project does not exceed \$1,000,000.

Signature: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Title: \_\_\_\_\_

Firm Name: \_\_\_\_\_

Date: \_\_\_\_\_

Note: In accordance with Public Contract Code Section 2205, false certification of this form shall be reported to the California Attorney General and may result in civil penalties equal to the greater of \$250,000 or twice the Contract amount, termination of the Contract and/or ineligibility to bid on contracts for three years.

1.7 Public Works Contractor Registration Certification

Pursuant to Labor Code sections 1725.5 and 1771.1, all contractors and subcontractors that wish to bid on, be listed in a bid proposal, or enter into a contract to perform public work must be registered with the Department of Industrial Relations. See <http://www.dir.ca.gov/Public-Works/PublicWorks.html> for additional information.

No bid will be accepted nor any contract entered into without proof of the contractor's and subcontractors' current registration with the Department of Industrial Relations to perform public work.

Bidder hereby certifies that it is aware of the registration requirements set forth in Labor Code sections 1725.5 and 1771.1 and is currently registered as a contractor with the Department of Industrial Relations.<sup>1</sup>

Name of Bidder: \_\_\_\_\_

DIR Registration Number: \_\_\_\_\_

DIR Registration Expiration: \_\_\_\_\_

Small Project Exemption: \_\_\_\_\_ Yes or \_\_\_\_\_ No

Unless Bidder is exempt pursuant to the small project exemption, Bidder further acknowledges:

1. Bidder shall maintain a current DIR registration for the duration of the project.
2. Bidder shall include the requirements of Labor Code sections 1725.5 and 1771.1 in its contract with subcontractors and ensure that all subcontractors are registered at the time of bid opening and maintain registration status for the duration of the project.
3. Failure to submit this form or comply with any of the above requirements may result in a finding that the bid is non-responsive.

Name of Bidder \_\_\_\_\_

Signature \_\_\_\_\_

Name and Title \_\_\_\_\_

Dated \_\_\_\_\_

---

<sup>1</sup> If the Project is exempt from the contractor registration requirements pursuant to the small project exemption under Labor Code Sections 1725.5 and 1771.1, please mark "Yes" in response to "Small Project Exemption."

1.8 Contractor's Certificate Regarding Workers' Compensation.

I am aware of the provisions of section 3700 of the Labor Code which require every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of that code, and I will comply with such provisions before commencing the performance of the work of this Contract.

Name of Bidder \_\_\_\_\_

Signature \_\_\_\_\_

Name \_\_\_\_\_

Title \_\_\_\_\_

Dated \_\_\_\_\_

00 52 13 – CONTRACT

This CONTRACT, No. \_\_\_\_\_ is made and entered into this \_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_, by and between **Newcastle Rocklin Gold Hill Cemetery District**, sometimes hereinafter called "District," and \_\_\_\_\_, sometimes hereinafter called "Contractor."

WITNESSETH: That the parties hereto have mutually covenanted and agreed, and by these presents do covenant and agree with each other as follows:

a. **SCOPE OF WORK.** The Contractor shall perform all Work within the time stipulated in the Contract, and shall provide all labor, materials, equipment, tools, utility services, and transportation to complete all of the Work required in strict compliance with the Contract Documents as specified in Article 2, below, for the following Project:

**ROCKLIN CEMETERY PAVEMENT PROJECT**

The Contractor and its surety shall be liable to the District for any damages arising as a result of the Contractor's failure to comply with this obligation.

b. **TIME FOR COMPLETION.** Time is of the essence in the performance of the Work. The Work shall be commenced on the date stated in the District's Notice to Proceed. The Contractor shall complete all Work required by the Contract Documents within **15 calendar days** from the commencement date stated in the Notice to Proceed. By its signature hereunder, Contractor agrees the time for completion set forth above is adequate and reasonable to complete the Work.

c. **CONTRACT PRICE.** The District shall pay to the Contractor as full compensation for the performance of the Contract, subject to any additions or deductions as provided in the Contract Documents, and including all applicable taxes and costs, the sum of \_\_\_\_\_ Dollars (\$ \_\_\_\_\_). Payment shall be made as set forth in the General Conditions.

d. **LIQUIDATED DAMAGES.** In accordance with Government Code section 53069.85, it is agreed that the Contractor will pay the District the sum set forth in Section 00 73 13, Article 1.11 for each and every calendar day of delay beyond the time prescribed in the Contract Documents for finishing the Work, as Liquidated Damages and not as a penalty or forfeiture. In the event this is not paid, the Contractor agrees the District may deduct that amount from any money due or that may become due the Contractor under the Contract. This Article does not exclude recovery of other damages specified in the Contract Documents.

e. **COMPONENT PARTS OF THE CONTRACT.** The "Contract Documents" include the following:

- Notice Inviting Bids
- Instructions to Bidders
- Bid Form
- Bid Bond
- Designation of Subcontractors
- Information Required of Bidders
- Non-Collusion Declaration Form

Iran Contracting Act Certification  
Public Works Contractor Registration Certification  
Performance Bond  
Payment (Labor and Materials) Bond  
General Conditions  
Special Conditions  
Technical Specifications  
Addenda  
Plans and Drawings dated July 2024, 07-09-2024.  
Standard Specifications for Public Works Construction “Greenbook”, latest edition, Except  
Sections 1-9  
Applicable Local Agency Standards and Specifications, as last revised  
Approved and fully executed change orders  
Any other documents contained in or incorporated into the Contract

The Contractor shall complete the Work in strict accordance with all of the Contract Documents.

All of the Contract Documents are intended to be complementary. Work required by one of the Contract Documents and not by others shall be done as if required by all. This Contract shall supersede any prior agreement of the parties.

f. **PROVISIONS REQUIRED BY LAW AND CONTRACTOR COMPLIANCE.** Each and every provision of law required to be included in these Contract Documents shall be deemed to be included in these Contract Documents. The Contractor shall comply with all requirements of applicable federal, state and local laws, rules and regulations, including, but not limited to, the provisions of the California Labor Code and California Public Contract Code which are applicable to this Work.

g. **INDEMNIFICATION.** Contractor shall provide indemnification and defense as set forth in the General Conditions.

h. **PREVAILING WAGES.** Contractor shall be required to pay the prevailing rate of wages in accordance with the Labor Code which such rates shall be made available at the District's Administrative Office or may be obtained online at <http://www.dir.ca.gov> and which must be posted at the job site.

**[REMAINDER OF PAGE LEFT INTENTIONALLY BLANK]**

IN WITNESS WHEREOF, this Contract has been duly executed by the above-named parties, on the day and year above written.

NEWCASTLE ROCKLIN GOLD HILL  
PUBLIC CEMETERY DISTRICT

[INSERT NAME OF CONTRACTOR]

By: \_\_\_\_\_  
[INSERT NAME]  
[INSERT TITLE]

By: \_\_\_\_\_

Its: \_\_\_\_\_

Printed Name: \_\_\_\_\_

ATTEST:

By: \_\_\_\_\_  
District Clerk

**(CONTRACTOR'S SIGNATURE MUST BE  
NOTARIZED AND CORPORATE  
SEAL AFFIXED, IF APPLICABLE)**

**END OF CONTRACT**

# Notary Acknowledgment

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

STATE OF CALIFORNIA  
 COUNTY OF \_\_\_\_\_

On \_\_\_\_\_, 20\_\_\_\_, before me, \_\_\_\_\_, Notary Public, personally appeared \_\_\_\_\_, who proved to me on the basis of satisfactory

evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature of Notary Public \_\_\_\_\_

### OPTIONAL

*Though the information below is not required by law, it may prove valuable to persons relying on the document and could prevent fraudulent removal and reattachment of this form to another document.*

#### CAPACITY CLAIMED BY SIGNER

- Individual
- Corporate Officer

\_\_\_\_\_ Title(s)

- Partner(s)  Limited
- General

- Attorney-In-Fact
- Trustee(s)
- Guardian/Conservator
- Other:

Signer is representing:  
 Name Of Person(s) Or Entity(ies)

\_\_\_\_\_  
 \_\_\_\_\_

#### DESCRIPTION OF ATTACHED DOCUMENT

\_\_\_\_\_ Title or Type of Document

\_\_\_\_\_ Number of Pages

\_\_\_\_\_ Date of Document

\_\_\_\_\_ Signer(s) Other Than Named Above

00 61 13 – BOND FORMS

1.1 Performance Bond.

KNOW ALL PERSONS BY THESE PRESENTS:

THAT WHEREAS, the **Newcastle Rocklin Gold Hill Cemetery District**, (hereinafter referred to as "District") has awarded to \_\_\_\_\_, (hereinafter referred to as the "Contractor") an agreement for **Contract No. 2026.2**, (hereinafter referred to as the "Project").

WHEREAS, the work to be performed by the Contractor is more particularly set forth in the Contract Documents for the Project Bid Set dated \_\_\_\_\_, (hereinafter referred to as "Contract Documents"), the terms and conditions of which are expressly incorporated herein by reference; and

WHEREAS, the Contractor is required by said Contract Documents to perform the terms thereof and to furnish a bond for the faithful performance of said Contract Documents.

NOW, THEREFORE, we, \_\_\_\_\_, the undersigned Contractor and \_\_\_\_\_ as Surety, a corporation organized and duly authorized to transact business under the laws of the State of California, are held and firmly bound unto the District in the sum of \_\_\_\_\_ **DOLLARS, (\$\_\_\_\_\_)**, said sum being not less than one hundred percent (100%) of the total amount of the Contract, for which amount well and truly to be made, we bind ourselves, our heirs, executors and administrators, successors and assigns, jointly and severally, firmly by these presents.

THE CONDITION OF THIS OBLIGATION IS SUCH, that, if the Contractor, his or its heirs, executors, administrators, successors or assigns, shall in all things stand to and abide by, and well and truly keep and perform the covenants, conditions and agreements in the Contract Documents and any alteration thereof made as therein provided, on its part, to be kept and performed at the time and in the manner therein specified, and in all respects according to their intent and meaning; and shall faithfully fulfill all obligations including the one (1) year guarantee of all materials and workmanship; and shall indemnify and save harmless the District, its officials, officers, employees, and authorized volunteers, as stipulated in said Contract Documents, then this obligation shall become null and void; otherwise it shall be and remain in full force and effect.

As a part of the obligation secured hereby and in addition to the face amount specified therefore, there shall be included costs and reasonable expenses and fees including reasonable attorney's fees, incurred by District in enforcing such obligation.

As a condition precedent to the satisfactory completion of the Contract Documents, unless otherwise provided for in the Contract Documents, the above obligation shall hold good for a period of one (1) year after the acceptance of the work by District, during which time if Contractor shall fail to make full, complete, and satisfactory repair and replacements and totally protect the District from loss or damage resulting from or caused by defective materials or faulty workmanship. The obligations of Surety hereunder shall continue so long as any obligation of Contractor remains. Nothing herein shall limit the District's rights or the Contractor or Surety's obligations under the Contract, law or equity, including, but not limited to, California Code of Civil Procedure Section 337.15.

Whenever Contractor shall be, and is declared by the District to be, in default under the Contract Documents, the Surety shall remedy the default pursuant to the Contract Documents, or shall promptly, at the District's option:

- i. Take over and complete the Project in accordance with all terms and conditions in the Contract Documents; or
- ii. Obtain a bid or bids for completing the Project in accordance with all terms and conditions in the Contract Documents and upon determination by Surety of the lowest responsive and responsible bidder, arrange for a Contract between such bidder, the Surety and the District, and make available as work progresses sufficient funds to pay the cost of completion of the Project, less the balance of the contract price, including other costs and damages for which Surety may be liable. The term "balance of the contract price" as used in this paragraph shall mean the total amount payable to Contractor by the District under the Contract and any modification thereto, less any amount previously paid by the District to the Contractor and any other set offs pursuant to the Contract Documents.
- iii. Permit the District to complete the Project in any manner consistent with California law and make available as work progresses sufficient funds to pay the cost of completion of the Project, less the balance of the contract price, including other costs and damages for which Surety may be liable. The term "balance of the contract price" as used in this paragraph shall mean the total amount payable to Contractor by the District under the Contract and any modification thereto, less any amount previously paid by the District to the Contractor and any other set offs pursuant to the Contract Documents.

Surety expressly agrees that the District may reject any contractor or subcontractor which may be proposed by Surety in fulfillment of its obligations in the event of default by the Contractor.

Surety shall not utilize Contractor in completing the Project nor shall Surety accept a bid from Contractor for completion of the Project if the District, when declaring the Contractor in default, notifies Surety of the District's objection to Contractor's further participation in the completion of the Project.

The Surety, for value received, hereby stipulates and agrees that no change, extension of time, alteration or addition to the terms of the Contract Documents or to the Project to be performed thereunder shall in any way affect its obligations on this bond, and it does hereby waive notice of any such change, extension of time, alteration or addition to the terms of the Contract Documents or to the Project.

By their signatures hereunder, Surety and Contractor hereby confirm under penalty of perjury that surety is an admitted surety insurer authorized to do business in the State of California.

[REMAINDER OF PAGE LEFT INTENTIONALLY BLANK]

IN WITNESS WHEREOF, we have hereunto set our hands and seals this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

(Corporate Seal)

\_\_\_\_\_  
Contractor/ Principal

By \_\_\_\_\_

Title \_\_\_\_\_

(Corporate Seal)

\_\_\_\_\_  
Surety

By \_\_\_\_\_  
Attorney-in-Fact

(Attach Attorney-in-Fact Certificate)

Title \_\_\_\_\_

The rate of premium on this bond is \_\_\_\_\_ per thousand. The total amount of premium charges is \$ \_\_\_\_\_.  
(The above must be filled in by corporate attorney.)

**THIS IS A REQUIRED FORM**

Any claims under this bond may be addressed to:

(Name and Address of Surety)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

(Name and Address of Agent or Representative for service of process in California, if different from above)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

(Telephone number of Surety and Agent or Representative for service of process in California)

\_\_\_\_\_





1.2 Payment Bond (Labor and Materials).

KNOW ALL MEN BY THESE PRESENTS That

WHEREAS, the **Newcastle Rocklin Gold Hill Cemetery District** (hereinafter designated as the "District"), by action taken or a resolution passed \_\_\_\_\_, has awarded to \_\_\_\_\_, hereinafter designated as the "Principal," a contract for the work described as follows:

**Contract No. 2026.2** regarding Contract Documents for the Project Bid Set dated \_\_\_\_\_ (the "Project"); and

WHEREAS, said Principal is required to furnish a bond in connection with said contract; providing that if said Principal or any of its Subcontractors shall fail to pay for any materials, provisions, provender, equipment, or other supplies used in, upon, for or about the performance of the work contracted to be done, or for any work or labor done thereon of any kind, or for amounts due under the Unemployment Insurance Code or for any amounts required to be deducted, withheld, and paid over to the Employment Development Department from the wages of employees of said Principal and its Subcontractors with respect to such work or labor the Surety on this bond will pay for the same to the extent hereinafter set forth.

NOW THEREFORE, we, the Principal and \_\_\_\_\_ as Surety, are held and firmly bound unto the District in the penal sum of \_\_\_\_\_, (\$ \_\_\_\_\_), lawful money of the United States of America, for the payment of which sum well and truly to be made, we bind ourselves, our heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

THE CONDITION OF THIS OBLIGATION IS SUCH that if said Principal, his or its subcontractors, heirs, executors, administrators, successors or assigns, shall fail to pay any of the persons named in Civil Code Section 9100, fail to pay for any materials, provisions or other supplies, used in, upon, for or about the performance of the work contracted to be done, or for any work or labor thereon of any kind, or amounts due under the Unemployment Insurance Code with respect to work or labor performed under the contract, or for any amounts required to be deducted, withheld, and paid over to the Employment Development Department or Franchise Tax Board from the wages of employees of the contractor and his subcontractors pursuant to Revenue and Taxation Code Section 18663, with respect to such work and labor the Surety or Sureties will pay for the same, in an amount not exceeding the sum herein above specified, and also, in case suit is brought upon this bond, all litigation expenses incurred by the District in such suit, including reasonable attorneys' fees, court costs, expert witness fees and investigation expenses.

This bond shall inure to the benefit of any of the persons named in Civil Code Section 9100 so as to give a right of action to such persons or their assigns in any suit brought upon this bond.

It is further stipulated and agreed that the Surety on this bond shall not be exonerated or released from the obligation of this bond by any change, extension of time for performance, addition, alteration or modification in, to, or of any contract, plans, specifications, or agreement pertaining or relating to any scheme or work of improvement herein above described, or pertaining or relating to the furnishing of labor, materials, or equipment therefore, nor by any change or modification of any terms of payment or extension of the time for any payment pertaining or relating to any scheme or work of improvement herein above described, nor by any rescission or attempted

rescission or attempted rescission of the contract, agreement or bond, nor by any conditions precedent or subsequent in the bond attempting to limit the right of recovery of claimants otherwise entitled to recover under any such contract or agreement or under the bond, nor by any fraud practiced by any person other than the claimant seeking to recover on the bond and that this bond be construed most strongly against the Surety and in favor of all persons for whose benefit such bond is given, and under no circumstances shall Surety be released from liability to those for whose benefit such bond has been given, by reason of any breach of contract between the owner or District and original contractor or on the part of any obligee named in such bond, but the sole conditions of recovery shall be that claimant is a person described in Civil Code Section 9100, and has not been paid the full amount of his claim and that Surety does hereby waive notice of any such change, extension of time, addition, alteration or modification herein mentioned, including but not limited to the provisions of sections 2819 and 2845 of the California Civil Code.

By their signatures hereunder, Surety and Principal hereby confirm under penalty of perjury that surety is an admitted surety insurer authorized to do business in the State of California.

IN WITNESS WHEREOF, we have hereunto set our hands and seals this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

(Corporate Seal)

\_\_\_\_\_  
Contractor/ Principal

By \_\_\_\_\_

Title \_\_\_\_\_

(Corporate Seal)

\_\_\_\_\_  
Surety

By \_\_\_\_\_  
Attorney-in-Fact

(Attach Attorney-in-Fact Certificate)

Title \_\_\_\_\_

# Notary Acknowledgment

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

STATE OF CALIFORNIA  
 COUNTY OF \_\_\_\_\_

On \_\_\_\_\_, 20\_\_\_\_, before me, \_\_\_\_\_, Notary Public, personally appeared \_\_\_\_\_, who proved to me on the basis of satisfactory

evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature of Notary Public \_\_\_\_\_

## OPTIONAL

*Though the information below is not required by law, it may prove valuable to persons relying on the document and could prevent fraudulent removal and reattachment of this form to another document.*

### CAPACITY CLAIMED BY SIGNER

### DESCRIPTION OF ATTACHED DOCUMENT

- Individual
- Corporate Officer

\_\_\_\_\_ Title(s)

\_\_\_\_\_ Title or Type of Document

- Partner(s)  Limited
- Attorney-In-Fact  General

\_\_\_\_\_ Number of Pages

- Trustee(s)
- Guardian/Conservator
- Other:

\_\_\_\_\_ Date of Document

Signer is representing:  
 Name Of Person(s) Or Entity(ies)

\_\_\_\_\_  
 \_\_\_\_\_

\_\_\_\_\_ Signer(s) Other Than Named Above

NOTE: This acknowledgment is to be completed for Contractor/Principal.

# Notary Acknowledgment

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

STATE OF CALIFORNIA  
 COUNTY OF \_\_\_\_\_

On \_\_\_\_\_, 20\_\_\_\_, before me, \_\_\_\_\_, Notary Public, personally appeared \_\_\_\_\_, who proved to me on the basis of satisfactory

evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature of Notary Public \_\_\_\_\_

### OPTIONAL

*Though the information below is not required by law, it may prove valuable to persons relying on the document and could prevent fraudulent removal and reattachment of this form to another document.*

#### CAPACITY CLAIMED BY SIGNER

- Individual
- Corporate Officer

\_\_\_\_\_ Title(s)

- Partner(s)                       Limited
- General

- Attorney-In-Fact
- Trustee(s)
- Guardian/Conservator
- Other:

Signer is representing:  
 Name Of Person(s) Or Entity(ies)

\_\_\_\_\_  
 \_\_\_\_\_

#### DESCRIPTION OF ATTACHED DOCUMENT

\_\_\_\_\_ Title or Type of Document

\_\_\_\_\_ Number of Pages

\_\_\_\_\_ Date of Document

\_\_\_\_\_ Signer(s) Other Than Named Above

**NOTE:** This acknowledgment is to be completed for the Attorney-in-Fact. The Power-of-Attorney to local representatives of the bonding company must also be attached.

**END OF PAYMENT BOND**

## 00 72 13 – GENERAL CONDITIONS

### ARTICLE 1. DEFINED TERMS

Whenever used in the Contract Documents and printed with initial capital letters, the terms listed below will have the meanings indicated which are applicable to both the singular and plural thereof. In addition to terms specifically defined below, terms with initial capital letters in the Contract Documents include references to identified articles and paragraphs, and the titles of other documents or forms.

- A. Act of God – An earthquake of magnitude of 3.5 or higher on the Richter scale or a tidal wave.
- B. Addenda -- Written or graphic instruments issued prior to the submission of Bids which clarify, correct, or change the Contract Documents.
- C. Additional Work -- New or unforeseen work will be classified as “Additional Work” when the District’s Representative determines that it is not covered by the Contract.
- D. Applicable Laws -- The laws, statutes, ordinances, rules, codes, regulations, permits, and licenses of any kind, issued by local, state or federal governmental authorities or private authorities with jurisdiction (including utilities), to the extent they apply to the Work.
- E. Bid -- The offer or proposal of a Bidder submitted on the prescribed form setting forth the prices and other terms for the Work to be performed.
- F. Bidder -- The individual or entity who submits a Bid directly to the District.
- G. Change Order (“CO”) -- A document that authorizes an addition, deletion, or revision in the Work or an adjustment in the Contract Price or the Contract Times, issued on or after the Effective Date of the Contract, in accordance with the Contract Documents and in the form contained in the Contract Documents.
- H. Change Order Request (“COR”) -- A request made by the Contractor for an adjustment in the Contract Price and/or Contract Times as the result of a Contractor-claimed change to the Work. This term may also be referred to as a Change Order Proposal (“COP”), or Request for Change (“RFC”).
- I. District -- The Newcastle Rocklin Gold Hill Public Cemetery District.
- J. District’s Representative -- The individual or entity as identified in the Special Conditions to act as the District’s Representative.
- K. Claim -- A demand or assertion by the District or Contractor seeking an adjustment of Contract Price or Contract Times, or both, or other relief with respect to the terms of the Contract. A demand for money or services by a third party is not a Claim.
- L. Contract -- The entire integrated written agreement between the District and Contractor concerning the Work. “Contract” may be used interchangeably with “Agreement” in the Contract Documents. The Contract supersedes prior negotiations,

representations, or agreements, whether written or oral, and includes all Contract Documents.

- M. Contract Documents -- The documents listed in Section 00 52 13, Article 5. Some documents provided by the District to the Bidders and Contractor, including but not limited to reports and drawings of subsurface and physical conditions are not Contract Documents.
- N. Contract Price -- Amount to be paid by the District to the Contractor as full compensation for the performance of the Contract and completion of the Work, subject to any additions or deductions as provided in the Contract Documents, and including all applicable taxes and costs.
- O. Contract Times -- The number of days or the dates stated in the Contract Documents to: achieve defined Milestones, if any; and to complete the Work so that it is ready for final payment.
- P. Contractor -- The individual or entity with which the District has contracted for performance of the Work.
- Q. Contractor's Designated On-Site Representative -- The Contractor's Designated On-Site Representative will be as identified in Section 00 72 13, Article 3 and shall not be changed without prior written consent of the District.
- R. Daily Rate -- The Daily Rate stipulated in the Contract Documents as full compensation to the Contractor due to the District's unreasonable delay to the Project that was not contemplated by the parties.
- S. Day -- A calendar day of 24 hours measured from midnight to the next midnight.
- T. Defective Work -- Work that is unsatisfactory, faulty, or deficient; or that does not conform to the Contract Documents; or that does not meet the requirements of any inspection, reference standard, test, or approval referenced in the Contract Documents.
- U. Demobilization -- The complete dismantling and removal by the Contractor of all of the Contractor's temporary facilities, equipment, and personnel at the Site.
- V. Drawings -- That part of the Contract Documents prepared by of the Engineer of Record which graphically shows the scope, extent, and character of the Work to be performed by Contractor. Shop Drawings and other Contractor submittals are not Drawings as so defined.
- W. Effective Date of the Contract -- The date indicated in the Contract on which it becomes effective, but if no such date is indicated, it means the date on which the Contract is signed and delivered by the last of the two parties to sign and deliver.
- X. Engineer, whenever not qualified, shall mean the Project Manager of the District, acting either directly or through properly authorized agents, such agents acting severally within the scope of the particular duties entrusted to them. On all questions concerning the acceptance of materials, machinery, the classifications of material, the

execution of work, conflicting interest of the contractors performing related work and the determination of costs, the decision of the Engineer, duly authorized by the District, shall be binding and final upon both parties.

- Y. Engineer of Record -- The individual, partnership, corporation, joint venture, or other legal entity named as such in Section 00 73 13, Article 1.1. or any succeeding entity designated by the District.
- Z. Green Book -- The current edition of the Standard Specifications for Public Works Construction.
- AA. Hazardous Waste -- The term "Hazardous Waste" shall have the meaning provided in Section 104 of the Solid Waste Disposal Act (42 U.S.C. § 6903) as amended from time to time or, as defined in Section 25117 of the Health and Safety Code, that is required to be removed to a class I, class II, or class III disposal site in accordance with provisions of existing law, whichever is more restrictive.

BB. Holiday – The Holidays occur on:

New Year's Day - January 1  
President's Day – Third Monday in February  
Memorial Day - Last Monday in May  
Independence Day - July 4  
Labor Day - First Monday in September  
Veteran's Day - November 11  
Thanksgiving Day - Fourth Thursday in November  
Friday after Thanksgiving  
Christmas Eve – December 24  
Christmas Day - December 25  
Day After Christmas – December 26  
New Year's Eve – December 31

If any Holiday listed above falls on a Saturday, Saturday and the preceding Friday are both Holidays. If the Holiday should fall on a Sunday, Sunday and the following Monday are both Holidays.

- CC. Notice of Award -- The written notice by the District to the Successful Bidder stating that upon timely compliance by the Successful Bidder with the conditions precedent listed therein, the District will sign and deliver the Contract.
- DD. Notice of Completion -- The form which may be executed by the District and recorded by the county where the Project is located constituting final acceptance of the Project.
- EE. Notice to Proceed -- A written notice given by the District to Contractor fixing the date on which the Contractor may proceed with the Work and when Contract Times will commence to run.
- FF. Project -- The total construction of which the Work to be performed under the Contract Documents may be the whole, or a part.

- GG. Recyclable Waste Materials -- Materials removed from the Site which are required to be diverted to a recycling center rather than an area landfill. Recyclable Waste Materials include asphalt, concrete, brick, concrete block, and rock.
- HH. Schedule of Submittals -- A schedule, prepared and maintained by Contractor, of required submittals and the time requirements to facilitate scheduled performance of related construction activities.
- II. Shop Drawings -- All drawings, diagrams, illustrations, schedules, and other data or information which are specifically prepared or assembled by or for Contractor and submitted by Contractor to illustrate some portion of the Work.
- JJ. Specifications -- That part of the Contract Documents consisting of written requirements for materials, equipment, systems, standards and workmanship as applied to the Work, and certain administrative requirements and procedural matters applicable thereto.
- KK. Stop Payment Notice -- A written notice as defined in Civil Code section 8044.
- LL. Subcontractor -- An individual or entity other than a Contractor having a contract with any other entity than the District for performance of any portion of the Work at the Site.
- MM. Submittal -- Written and graphic information and physical samples prepared and supplied by the Contractor demonstrating various portions of the Work.
- NN. Successful Bidder -- The Bidder submitting a responsive Bid to whom the District makes an award.
- OO. Supplier -- A manufacturer, fabricator, supplier, distributor, material man, or vendor having a direct contract with Contractor or with any Subcontractor to furnish materials or equipment used in the performance of the Work or to be incorporated in the Work.
- PP. Underground Facilities -- All underground pipelines, conduits, ducts, cables, wires, manholes, vaults, tanks, tunnels, or other such facilities or attachments, and any encasements containing such facilities, including those that convey electricity, gases, steam, liquid petroleum products, telephone or other communications, cable television, water, wastewater, storm water, other liquids or chemicals, or traffic or other control systems.
- QQ. Unit Price Work -- Work to be paid for on the basis of unit prices as provided by the Contractor in its bid or as adjusted in accordance with the Contract Documents.
- RR. Warranty -- A written guarantee provided to the District by the Contractor that the Work will remain free of defects and suitable for its intended use for the period required by the Contract Documents or the longest period permitted by the law of this State, whichever is longer.
- SS. Work -- The entire construction or the various separately identifiable parts thereof required to be provided under the Contract Documents. Work includes and is the result of performing or providing all labor, services, and documentation necessary to produce

such construction, and furnishing, installing, and incorporating all materials and equipment into such construction, all as required by the Contract Documents.

## **ARTICLE 2. CONTRACT DOCUMENTS**

- A. **Contract Documents.** The Contract Documents are complementary, and what is called for by one shall be as binding as if called for by all.
- B. **Interpretations.** The Contract Documents are intended to be fully cooperative and complementary. If the Contractor observes that any documents are in conflict, the Contractor shall promptly notify the Engineer in writing. In case of conflicts between the Contract Documents, the order of precedence shall be as follows:
1. Change Orders
  2. Addenda
  3. Special Conditions
  4. Technical Specifications
  5. Plans (Contract Drawings)
  6. Contract
  7. General Conditions
  8. Instructions to Bidders
  9. Notice Inviting Bids
  10. Contractor's Bid Forms
  11. Standard Specifications for Public Works Construction (Sections 1-9 Excluded)
  12. Applicable Local Agency Standards and Specifications
  13. Standard Drawings
  14. Reference Documents

With reference to the Drawings, the order of precedence shall be as follows:

15. Figures govern over scaled dimensions
  16. Detail drawings govern over general drawings
  17. Addenda or Change Order drawings govern over Contract Drawings
  18. Contract Drawings govern over Standard Drawings
  19. Contract Drawings govern over Shop Drawings
- C. **Conflicts in Contract Documents.** Notwithstanding the orders of precedence established above, in the event of conflicts, the higher standard, higher quality, and most expensive shall always apply.
- D. **Organization of Contract Documents.** Organization of the Contract Documents into divisions, sections, and articles, and arrangement of drawings shall not control the Contractor in dividing Project Work among subcontractors or in establishing the extent of Work to be performed by any trade.

## **ARTICLE 3. PRECONSTRUCTION AND CONSTRUCTION COMMUNICATION**

Before any Work at the site is started, a conference attended by the District, Contractor, District's Representative, and others as appropriate will be held to establish a working understanding among the parties as to the Work and to discuss the schedules referred to herein, procedures for

handling Shop Drawings and other submittals, processing Applications for Payment, and maintaining required records.

At this conference the District and Contractor each shall designate, in writing, a specific individual to act as its authorized representative with respect to the services and responsibilities under the Contract. Such individuals shall have the authority to transmit instructions, receive information, render decisions relative to the Contract, and otherwise act on behalf of each respective party.

#### **ARTICLE 4. CONTRACT DOCUMENTS: COPIES & MAINTENANCE**

Contractor will be furnished, free of charge, **two (2)** copies of the Contract Documents. Additional copies may be obtained at cost of reproduction.

Contractor shall maintain a clean, undamaged set of Contract Documents, including submittals, at the Project site.

#### **ARTICLE 5. EXAMINATION OF DRAWINGS, SPECIFICATIONS AND SITE OF WORK**

- A. **Examination of Contract Documents.** Before commencing any portion of the Work, Contractor shall again carefully examine all applicable Contract Documents, the Project site, and other information given to Contractor as to materials and methods of construction and other Project requirements. Contractor shall immediately notify the Engineer of any potential error, inconsistency, ambiguity, conflict, or lack of detail or explanation. If Contractor performs, permits, or causes the performance of any Work which is in error, inconsistent or ambiguous, or not sufficiently detailed or explained, Contractor shall bear any and all resulting costs, including, without limitation, the cost of correction. In no case shall the Contractor or any subcontractor proceed with Work if uncertain as to the applicable requirements.
- B. **Additional Instructions.** After notification of any error, inconsistency, ambiguity, conflict, or lack of detail or explanation, the Engineer will provide any required additional instructions, by means of drawings or other written direction, necessary for proper execution of Work.
- C. **Quality of Parts, Construction and Finish.** All parts of the Work shall be of the best quality of their respective kinds and the Contractor must use all diligence to inform itself fully as to the required construction and finish.
- D. **Contractor's Variation from Contract Document Requirements.** If it is found that the Contractor has varied from the requirements of the Contract Documents including the requirement to comply with all applicable laws, ordinances, rules and regulations, the Engineer may at any time, before or after completion of the Work, order the improper Work removed, remade or replaced by the Contractor at the Contractor's expense.

#### **ARTICLE 6. MOBILIZATION**

- A. When a bid item is included in the Bid Form for mobilization, the costs of Work in advance of construction operations and not directly attributable to any specific bid item will be included in the progress estimate ("Initial Mobilization"). When no bid item is

provided for "Initial Mobilization," payment for such costs will be deemed to be included in the other items of the Work.

- B. Payment for Initial Mobilization based on the lump sum provided in the Bid Form, which shall constitute full compensation for all such Work. No payment for Initial Mobilization will be made until all of the listed items have been completed to the satisfaction of the Engineer. The scope of the Work included under Initial Mobilization shall include, but shall not be limited to, the following principal items:
1. Obtaining and paying for all bonds, insurance, and permits.
  2. Moving on to the Project site of all Contractor's plant and equipment required for the first month's operations.
  3. Installing temporary construction power, wiring, and lighting facilities, as applicable.
  4. Establishing fire protection system, as applicable.
  5. Developing and installing a construction water supply, if applicable.
  6. Providing and maintaining the field office trailers for the Contractor, if necessary, and the Engineer (if specified), complete, with all specified furnishings and utility services.
  7. Providing on-site sanitary facilities and potable water facilities as specified per Cal-OSHA and these Contract Documents.
  8. Furnishing, installing, and maintaining all storage buildings or sheds required for temporary storage of products, equipment, or materials that have not yet been installed in the Work. All such storage shall meet manufacturer's specified storage requirements, and the specific provisions of the specifications, including temperature and humidity control, if recommended by the manufacturer, and for all security.
  9. Arranging for and erection of Contractor's work and storage yard.
  10. Posting all OSHA required notices and establishment of safety programs per Cal-OSHA.
  11. Full-time presence of Contractor's superintendent at the job site as required herein.
  12. Submittal of Construction Schedule as required by the Contract Documents.

#### **ARTICLE 7. EXISTENCE OF UTILITIES AT THE WORK SITE**

- A. The District has endeavored to determine the existence of utilities at the Project site from the records of the owners of known utilities in the vicinity of the Project. The positions of these utilities as derived from such records are shown on the Plans.
- B. Unless indicated otherwise on the Plans and Specifications, no excavations were made to verify the locations shown for underground utilities. The service connections

to these utilities are not shown on the Plans. Water service connections may be shown on the Plans showing general locations of such connections. It shall be the responsibility of the Contractor to determine the exact location of all service connections. The Contractor shall make its own investigations, including exploratory excavations, to determine the locations and type of service connections, prior to commencing Work which could result in damage to such utilities. The Contractor shall immediately notify the District in writing of any utility discovered in a different position than shown on the Plans or which is not shown on the Plans.

- C. If applicable, all water meters, water valves, fire hydrants, electrical utility vaults, telephone vaults, gas utility valves, and other subsurface structures shall be relocated or adjusted to final grade by the Contractor. Locations of existing utilities shown on the Plans are approximate and may not be complete. The Contractor shall be responsible for coordinating its Work with all utility companies during the construction of the Work.
- D. Notwithstanding the above, pursuant to section 4215 of the Government Code, the District has the responsibility to identify, with reasonable accuracy, main or trunkline facilities on the plans and specifications. In the event that main or trunkline utility facilities are not identified with reasonable accuracy in the plans and specifications made a part of the invitation for Bids, the District shall assume the responsibility for their timely removal, relocation, or protection.
- E. Contractor, except in an emergency, shall contact the appropriate regional notification center, **California Underground Service Alert** at 811 or 1-800-227-2600 or on-line at [www.digalert.org](http://www.digalert.org) at least two working days prior to commencing any excavation if the excavation will be performed in an area which is known, or reasonably should be known, to contain subsurface installations other than the underground facilities owned or operated by the District, and obtain an inquiry identification number from that notification center. No excavation shall be commenced or carried out by the Contractor unless such an inquiry identification number has been assigned to the Contractor or any subcontractor of the Contractor and the District has been given the identification number by the Contractor.

## **ARTICLE 8. SOILS INVESTIGATIONS**

- A. Reports and Drawings. The Special Conditions identify:
  - 1. those reports known to the District of explorations and tests of subsurface conditions at or contiguous to the site; and
  - 2. those drawings known to the District of physical conditions relating to existing surface or subsurface structures at the site (except Underground Facilities).
- B. Limited Reliance by Contractor on Technical Data Authorized. Contractor may rely upon the accuracy of the “technical data” contained in such reports and drawings, which were expressly not created or obtained to evaluate or assist in the evaluation of constructability, and are not Contract Documents. Contractor shall make its own interpretation of the “technical data” and shall be solely responsible for any such interpretations. Except for reliance on the accuracy of such “technical data,” Contractor may not rely upon or make any claim against the District, District’s

Representative, or Engineer of Record, or any of their officers, directors, members, partners, employees, agents, consultants, or subcontractors, with respect to:

1. the completeness of such reports and drawings for Contractor's purposes, including without limitation any aspects of the means, methods, techniques, sequences, and procedures of construction to be employed by Contractor, and safety precautions and programs incident thereto; or
2. other data, interpretations, opinions, conclusions and information contained in such reports or shown or indicated in such drawings; or
3. any Contractor interpretation of or conclusion drawn from any "technical data" or any such other data, interpretations, opinions, or information.

#### **ARTICLE 9. CONTRACTOR'S SUPERVISION**

Contractor shall continuously keep at the Project site, a competent and experienced full-time Project superintendent acceptable to the District. Superintendent must be able to proficiently speak, read and write in English and shall have the authority to make decisions on behalf of the Contractor. Contractor shall continuously provide efficient supervision of the Project.

#### **ARTICLE 10. WORKERS**

- A. Contractor shall at all times enforce strict discipline and good order among its employees. Contractor shall not employ on the Project any unfit person or any one not skilled in the Work assigned to him or her.
- B. Any person in the employ of the Contractor whom the District may deem incompetent or unfit shall be dismissed from the Work and shall not be employed on this Project.

#### **ARTICLE 11. INDEPENDENT CONTRACTORS**

Contractor shall be an independent contractor for the District and not an employee. Contractor understands and agrees that it and all of its employees shall not be considered officers, employees, or agents of District and are not entitled to benefits of any kind normally provided employees of District, including but not limited to, state unemployment compensation or workers' compensation. Contractor assumes full responsibility for the acts and omissions of its employees or agents related to the Work.

#### **ARTICLE 12. SUBCONTRACTS**

- A. Contractor agrees to bind every subcontractor to the terms of the Contract Documents as far as such terms are applicable to subcontractor's portion of the Work. Contractor shall be as fully responsible to the District for the acts and omissions of its subcontractors and of persons either directly or indirectly employed by its subcontractors, as Contractor is for acts and omissions of persons directly employed by Contractor. Nothing contained in these Contract Documents shall create any contractual relationship between any subcontractor and the District.

- B. The District reserves the right to accept all subcontractors. The District's acceptance of any subcontractor under this Contract shall not in any way relieve Contractor of its obligations in the Contract Documents.
- C. Prior to substituting any subcontractor listed in the Bid Forms, Contractor must comply with the requirements of the Subletting and Subcontracting Fair Practices Act pursuant to California Public Contract Code section 4100 et seq.

### **ARTICLE 13. VERIFICATION OF EMPLOYMENT ELIGIBILITY**

By executing this Contract, Contractor verifies that it fully complies with all requirements and restrictions of state and federal law respecting the employment of undocumented aliens, including, but not limited to, the Immigration Reform and Control Act of 1986, as may be amended from time to time, and shall require all subcontractors, sub-subcontractors and consultants to comply with the same. Each person executing this Contract on behalf of Contractor verifies that he or she is a duly authorized officer of Contractor and that any of the following shall be grounds for the District to terminate the Contract for cause: (1) failure of the Contractor or its subcontractors, sub-subcontractors or consultants to meet any of the requirements provided for in this Article; (2) any misrepresentation or material omission concerning compliance with such requirements; or (3) failure to immediately remove from the Work any person found not to be in compliance with such requirements.

### **ARTICLE 14. REQUESTS FOR SUBSTITUTION**

- A. For the purposes of this provision, the term "substitution" shall mean the substitution of any material, method or service substantially equal to or better in every respect to that indicated in the Standard Specifications or otherwise referenced herein.
- B. Pursuant to Public Contract Code section 3400(b), the District may make a finding that is described in the Notice Inviting Bids that designates certain products, things, or services by specific brand or trade name.
- C. Unless specifically designated in the Special Conditions, whenever any material, process, or article is indicated or specified by grade, patent, or proprietary name or by name of manufacturer, such specifications shall be deemed to be used for the purpose of facilitating the description of the material, process, or article desired and shall be deemed to be followed by the words "or equal." Contractor may, unless otherwise stated, offer for substitution any material, process, or article which may be substantially equal to or better in every respect to that so indicated or specified in the Contract Documents. However, the District has adopted uniform standards for certain materials, processes, and articles.
- D. The Contractor shall submit substitution requests, together with substantiating data, for substitution of any "or equal" material, process, or article no later than thirty-five (35) calendar days after award of Contract. Provisions regarding submission of substitution requests shall not in any way authorize an extension of time for the performance of this Contract. If a substitution request is rejected by the District, the Contractor shall provide the material, method or service specified herein. The District shall not be responsible for any costs incurred by the Contractor associated with substitution requests. The burden of proof as to the equality of any material, process, or article shall rest with the Contractor. The Engineer has the complete and sole

discretion to determine if a material, process, or article is substantially equal to or better than that specified and to approve or reject all substitution requests.

- E. Substantiating data as described above shall include, at a minimum, the following information:
  - 1. A signed affidavit from the Contractor stating that the material, process, or article proposed as a substitution is substantially equal to or better than that specified in every way except as may be listed on the affidavit.
  - 2. Illustrations, specifications, catalog cut sheets, and any other relevant data required to prove that the material, process, or article is substantially equal to or better than that specified.
  - 3. A statement of the cost implications of the substitution being requested, indicating whether and why the proposed substitution will reduce or increase the amount of the contract.
  - 4. Information detailing the durability and lifecycle costs of the proposed substitution.
- F. Failure to submit all the required substantiating data detailed above in a timely manner so that the substitution request can be adequately reviewed may result in rejection of the substitution request. The Engineer is not obligated to review multiple submittals related the same substitution request resulting from the Contractor's failure to initially submit a complete package.
- G. Time limitations within this Article shall be strictly complied with and in no case will an extension of time for completion of the contract be granted because of Contractor's failure to provide substitution requests at the time and in the manner described herein.
- H. The Contractor shall bear the costs of all District work associated with the review of substitution requests.
- I. If substitution requests approved by the Engineer require that Contractor furnish materials, methods or services more expensive than that specified, the increased costs shall be borne by Contractor.

## **ARTICLE 15. SHOP DRAWINGS**

- A. Contractor shall check and verify all field measurements and shall submit with such promptness as to provide adequate time for review and cause no delay in its own Work or in that of any other contractor, subcontractor, or worker on the Project, electronic pdf copies of all shop drawings, calculations, schedules, and materials list, and all other provisions required by the Contract Documents. Contractor shall sign all submittals affirming that submittals have been reviewed and approved by Contractor prior to submission to Engineer. Each signed submittal shall affirm that the submittal meets all the requirements of the Contract Documents except as specifically and clearly noted and listed on the transmittal letter of the submittal.
- B. Contractor shall make any corrections required by the Engineer, and file with the Engineer corrected pdf copies as may be needed for completion of the Work.

Engineer's acceptance of shop drawings shall not relieve Contractor from responsibility for deviations from the Contract Documents unless Contractor has, in writing, called Engineer's attention to such deviations at time of submission and has secured the Engineer's written acceptance. Engineer's acceptance of shop drawings shall not relieve Contractor from responsibility for errors in shop drawings.

#### **ARTICLE 16. SUBMITTALS**

- A. Contractor shall furnish to the Engineer for approval, prior to purchasing or commencing any Work, a log of all samples, material lists and certifications, mix designs, schedules, and other submittals, as required in the Contract Documents. The log shall indicate whether samples will be provided in accordance with other provisions of this Contract.
- B. Contractor will provide samples and submittals, together with catalogs and supporting data required by the Engineer, to the Engineer within a reasonable time period to provide for adequate review and avoid delays in the Work.
- C. These requirements shall not authorize any extension of time for performance of this Contract. Engineer will check and approve such samples, but only for conformance with design concept of work and for compliance with information given in the Contract Documents. Work shall be in accordance with approved samples and submittals.

#### **ARTICLE 17. MATERIALS**

- A. Except as otherwise specifically stated in the Contract Documents, Contractor shall provide and pay for all materials, labor, tools, equipment, lights, power, transportation, superintendence, temporary constructions of every nature, and all other services and facilities of every nature whatsoever necessary to execute and complete this Contract within specified time.
- B. Unless otherwise specified, all materials shall be new and the best of their respective kinds and grades as noted and/or specified, and workmanship shall be of good quality.
- C. Materials shall be furnished in ample quantities and at such times as to ensure uninterrupted progress of the Work and shall be stored properly and protected as required by the Contract Documents. Contractor shall be entirely responsible for damage or loss by weather or other causes to materials or Work.
- D. No materials, supplies, or equipment for Work under this Contract shall be purchased subject to any chattel mortgage or under a conditional sale or other agreement by which an interest therein or in any part thereof is retained by the seller or supplier. Contractor warrants good title to all material, supplies, and equipment installed or incorporated in the Work and agrees upon completion of all work to deliver the Project, to the District free from any claims, liens, or charges.
- E. Materials shall be stored on the Project site in such manner so as not to interfere with any operations of the District or any independent contractor.
- F. Contractor shall verify all measurements, dimensions, elevations, and quantities before ordering any materials or performing any Work, and the District shall not be

liable for Contractor's failure to so. No additional compensation, over and above payment for the actual quantities at the prices set out in the Bid Form, will be allowed because of differences between actual measurements, dimension, elevations and quantities and those indicated on the Plans and in the Specifications. Any difference therein shall be submitted to the Engineer for consideration before proceeding with the Work.

## **ARTICLE 18. PERMITS AND LICENSES**

- A. District will apply and pay for the review of necessary encroachment permits for Work within the public rights-of-way. Contractor shall obtain all other necessary permits and licenses for the construction of the Project, including encroachment permits, and shall pay all fees required by law and shall comply with all laws, ordinances, rules and regulations relating to the Work and to the preservation of public health and safety. Before acceptance of the Project, the Contractor shall submit all licenses, permits, certificates of inspection and required approvals to the District.

## **ARTICLE 19. TRENCHES**

- A. **Trenches Five Feet or More in Depth.** Contractor shall submit to the Engineer at the preconstruction meeting, a detailed plan showing the design of shoring, bracing, sloping or other provisions to be made for worker protection from hazards of caving ground during the excavation of any trench or trenches five feet or more in depth. If such plan varies from shoring system standards established by the Construction Safety Orders of the California Code of Regulations, Department of Industrial Relations, the plan shall be prepared by a California registered civil or structural engineer. The plan shall not be less effective than the shoring, bracing, sloping, or other provisions of the Construction Safety Orders, as defined in the California Code of Regulations. The Contractor shall designate in writing the "competent person" as defined in Title 8, California Code of Regulations, who shall be present at the Work Site each day that trenching/excavation is in progress. The "competent person" shall prepare and provide daily trenching/excavation inspection reports to the Engineer. Contractor shall also submit a copy of its annual California Occupational Safety and Health Administration (Cal/OSHA) trench/excavation permit.
- B. **Excavations Deeper than Four Feet.** If the Work involves excavating trenches or other excavations that extend deeper than four feet below the surface, Contractor shall promptly, and before the excavation is further disturbed, notify the District in writing of any of the following conditions:
  - 1. Material that the Contractor believes may be material that is hazardous waste, as defined in section 25117 of the Health and Safety Code, that is required to be removed to a Class I, Class II, or Class III disposal site in accordance with provisions of existing law.
  - 2. Subsurface or latent physical conditions at the site differing from those indicated.
  - 3. Unknown physical conditions at the site of any unusual nature, different materially from those ordinarily encountered and generally recognized as inherent in work of the character provided for in the Contract

The District shall promptly investigate the conditions, and if it finds that the conditions do so materially differ, or do involve hazardous waste, and cause a decrease or increase in Contractor's cost of, or the time required for, performance of any part of the Work, shall issue a change order under the procedures described in the Contract Documents.

In the event that a dispute arises between the District and the Contractor as to whether the conditions materially differ, or involve hazardous waste, or cause a decrease or increase in the Contractor's cost of, or time required for, performance of any part of the Work, the Contractor shall not be excused from any scheduled completion date provided for by the Contract, but shall proceed with all Work to be performed under the Contract. Contractor shall retain any and all rights provided either by contract or by law which pertain to the resolution of disputes and protests between the parties.

## **ARTICLE 20. TRAFFIC CONTROL**

- ~~A. Traffic control plan(s) for the Work may be required by the Agency(s) of Jurisdiction. Traffic control plans, if required, shall be prepared at Contractor's expense, and traffic control shall be performed at Contractor's expense in accordance with the requirements of the Agency(s) of Jurisdiction. The Permit and Inspection Allowance included within the Bid Form includes the cost of required traffic control permit(s) and construction inspection by the Agency(s) of Jurisdiction only. The Permit and Inspection Allowance does not include costs for preparation of any required traffic control plans, implementation of any traffic control requirements or for any traffic signal services that may be required. Costs for traffic control plans, implementation of traffic control, or traffic signal services required by the Agency(s) of Jurisdiction shall be included in the Contractor's Bid.~~
- ~~B. All warning signs and safety devices used by the Contractor to perform the Work shall conform to the requirements contained in the State of California, Department of Transportation's current edition of "Manual of Traffic Controls for Construction and Maintenance Work Zones" or to the requirements of the local agency. The Contractor shall also be responsible for all traffic control required by the agency having jurisdiction over the project on the intersecting streets. Contractor must submit a traffic control plan to the agency having jurisdiction over the project for approval prior to starting work.~~
- ~~C. The Contractor's representative on the site responsible for traffic control shall produce evidence that he/she has completed training acceptable to the California Department of Transportation for safety through construction zones. All of the streets in which the Work will occur shall remain open to traffic and one lane of traffic maintained at all times unless otherwise directed by the agency of jurisdiction. Businesses and residences adjacent to the Work shall be notified forty eight (48) hours in advance of closing of driveways. The Contractor shall make every effort to minimize the amount of public parking temporarily eliminated due to construction in areas fronting businesses. No stockpiles of pipe or other material will be allowed in traveled right-of-ways after working hours unless otherwise approved by the Engineer.~~

## **ARTICLE 21. DIVERSION OF RECYCLABLE WASTE MATERIALS**

In compliance with the applicable District's waste reduction and recycling efforts, Contractor shall

divert all Recyclable Waste Materials to appropriate recycling centers as required for compliance with the local jurisdiction's waste diversion ordinances. Contractor will be required to submit weight tickets and written proof of diversion with its monthly progress payment requests. Contractor shall complete and execute any certification forms required by District or other applicable agencies to document Contractor's compliance with these diversion requirements. All costs incurred for these waste diversion efforts shall be the responsibility of the Contractor.

## **ARTICLE 22. REMOVAL OF HAZARDOUS MATERIALS**

Should Contractor encounter material reasonably believed to be polychlorinated biphenyl (PCB) or other toxic wastes and hazardous materials which have not been rendered harmless at the Project site, the Contractor shall immediately stop work at the affected Project site and shall report the condition to the District in writing. The District shall contract for any services required to directly remove and/or abate PCBs and other toxic wastes and hazardous materials, if required by the Project site(s), and shall not require the Contractor to subcontract for such services. The Work in the affected area shall not thereafter be resumed except by written agreement of the District and Contractor.

## **ARTICLE 23. SANITARY FACILITIES**

Contractor shall provide sanitary temporary toilet buildings and hand washing facilities for the use of all workers. All toilets and hand washing facilities shall comply with all applicable federal, state and local laws, codes, ordinances, and regulations. Toilets shall be kept supplied with toilet paper and shall have workable door fasteners. Toilets and hand washing facilities shall be serviced no less than once weekly and shall be present in a quantity of not less than 1 per 20 workers as required by Cal/OSHA regulations. The toilets and hand washing facilities shall be maintained in a sanitary condition at all times. Use of toilet and hand washing facilities in the Work under construction shall not be permitted. Any other Sanitary Facilities required by Cal/OSHA shall be the responsibility of the Contractor.

## **ARTICLE 24. AIR POLLUTION CONTROL**

Contractor shall comply with all air pollution control rules, regulations, ordinances and statutes. All containers of paint, thinner, curing compound, solvent or liquid asphalt shall be labeled to indicate that the contents fully comply with the applicable material requirements.

## **ARTICLE 25. LAYOUT AND FIELD ENGINEERING**

All field engineering required for laying out the Work and establishing grades for earthwork operations shall be furnished by the Contractor at its expense.

**Construction staking shall be completed at the Contractors expense and no further compensation from the contract base bill shall be awarded.**

## **ARTICLE 26. TESTS AND INSPECTIONS**

- A. If the Contract Documents, the Engineer, or any instructions, laws, ordinances, or public authority requires any part of the Work to be tested or Approved, Contractor shall provide the Engineer at least two (2) working days' notice of its readiness for observation or inspection. If inspection is by a public authority other than the District, Contractor shall promptly inform the District of the date fixed for such inspection.

Required certificates of inspection (or similar) shall be secured by Contractor. Costs for District testing and District inspection shall be paid by the District. Costs of tests for Work found not to be in compliance shall be paid by the Contractor.

- B. If any Work is done or covered up without the required testing or approval, the Contractor shall uncover or deconstruct the Work, and the Work shall be redone after completion of the testing at the Contractor's cost in compliance with the Contract Documents.
- C. Where inspection and testing are to be conducted by an independent laboratory or agency, materials or samples of materials to be inspected or tested shall be selected by such laboratory or agency, or by the District, and not by Contractor. All tests or inspections of materials shall be made in accordance with the commonly recognized standards of national organizations.
- D. In advance of manufacture of materials to be supplied by Contractor which must be tested or inspected, Contractor shall notify the District so that the District may arrange for testing at the source of supply. Any materials which have not satisfactorily passed such testing and inspection shall not be incorporated into the Work.
- E. If the manufacture of materials to be inspected or tested will occur in a plant or location greater than sixty (60) miles from the District, the Contractor shall pay for any excessive or unusual costs associated with such testing or inspection, including but not limited to excessive travel time, standby time and required lodging.
- F. Reexamination of Work may be ordered by the District. If so ordered, Work must be uncovered or deconstructed by Contractor. If Work is found to be in accordance with the Contract Documents, the District shall pay the costs of reexamination and reconstruction. If such work is found not to be in accordance with the Contract Documents, Contractor shall pay all costs.

## **ARTICLE 27. PROTECTION OF WORK AND PROPERTY**

- A. The Contractor shall be responsible for all damages to persons or property that occurs as a result of the Work. Contractor shall be responsible for the proper care and protection of all materials delivered and Work performed until completion and final Acceptance by the District. All Work shall be solely at the Contractor's risk. Contractor shall adequately protect adjacent property from settlement or loss of lateral support as necessary. Contractor shall comply with all applicable safety laws and building codes to prevent accidents or injury to persons on, about, or adjacent to the Project site where Work is being performed. Contractor shall erect and properly maintain at all times, as required by field conditions and progress of work, all necessary safeguards, signs, barriers, lights, and watchmen for protection of workers and the public, and shall post danger signs warning against hazards created in the course of construction.
- B. In an emergency affecting safety of life or of work or of adjoining property, Contractor, without special instruction or authorization from the Engineer, is hereby permitted to act to prevent such threatened loss or injury; and Contractor shall so act, without appeal, if so authorized or instructed by the Engineer or the District. Any compensation claimed by Contractor on account of emergency work shall be determined by and agreed upon by the District and the Contractor.

## **ARTICLE 28. CONTRACTOR'S MEANS AND METHODS**

Contractor is solely responsible for the means and methods utilized to perform the Work. In no case shall the Contractor's means and methods deviate from commonly used industry standards.

## **ARTICLE 29. AUTHORIZED REPRESENTATIVES**

The District shall designate representatives, who shall have the right to be present at the Project site at all times. The District may designate an inspector who shall have the right to observe all of the Contractor's Work. The inspector shall not be responsible for the Contractor's failure to carry out the Work in accordance with the Contract Documents. Contractor shall provide safe and proper facilities for such access.

## **ARTICLE 30. HOURS OF WORK**

- A. As provided in Article 3 (commencing at section 1810), Chapter 1, Part 7, Division 2 of the Labor Code, Contractor stipulates that eight (8) hours of labor shall constitute a legal day's work. The time of service of any worker employed at any time by the Contractor or by any subcontractor on any subcontract under this Contract upon the Work or upon any part of the Work contemplated by this Contract is limited and restricted to eight (8) hours during any one calendar day and 40 hours during any one calendar week, except as hereinafter provided. Notwithstanding the provisions herein above set forth, work performed by employees of Contractor in excess of eight (8) hours per day, and 40 hours during any one week, shall be permitted upon this public work upon compensation for all hours worked in excess of eight (8) hours per day at not less than one and one-half times the basic rate of pay.
- B. The Contractor and every subcontractor shall keep an accurate record showing the name of and actual hours worked each calendar day and each calendar week by each worker employed in connection with the Work or any part of the Work contemplated by this Contract. The record shall be kept open at all reasonable hours to the inspection of the District and to the Division of Labor Law Enforcement, Department of Industrial Relations of the State of California.
- C. The Contractor shall pay to the District a penalty of twenty-five dollars (\$25.00) for each worker employed in the execution of this Contract by the Contractor or by any subcontractor for each calendar day during which such worker is required or permitted to work more than eight (8) hours in any calendar day and 40 hours in any one calendar week in violation of the provisions of Article 3 (commencing at section 1810), Chapter 1, Part 7, Division 2 of the Labor Code.
- D. Any work necessary to be performed after regular working hours, or on Saturdays and Sundays or other holidays, shall be performed without additional expense to the District.
- E. District will provide inspection during normal working hours from 7:00 a.m. to 3:30 p.m. Monday through Friday. Inspection before or after this time will be charged to the Contractor as reimbursable inspection time. Inspections on weekends requires two days' notice for review and approval. Upon written request and approval the 8.5 hour working day may be changed to other limits subject to city/county ordinance.

- F. It shall be unlawful for any person to operate, permit, use, or cause to operate any of the following at the Project site, other than between the hours of 7:00 a.m. to 5:00 p.m., Monday through Friday, with no Work allowed on the District-observed holidays, unless otherwise approved by the District:
1. Powered Vehicles
  2. Construction Equipment
  3. Loading and Unloading Vehicles
  4. Domestic Power Tools

### **ARTICLE 31. PAYROLL RECORDS; LABOR COMPLIANCE**

- A. Pursuant to Labor Code section 1776, Contractor and all subcontractors shall maintain weekly certified payroll records, showing the names, addresses, Social Security numbers, work classifications, straight time and overtime hours worked each day and week, and the actual per diem wages paid to each journeyman, apprentice, worker, or other employee employed by them in connection with the Work under this Contract. Contractor shall certify under penalty of perjury that records maintained and submitted by Contractor are true and accurate. Contractor shall also require subcontractor(s) to certify weekly payroll records under penalty of perjury.
- B. In accordance with Labor Code section 1771.4, the Contractor and each subcontractor shall furnish the certified payroll records directly to the Department of Industrial Relations ("DIR") on the specified interval and format prescribed by the DIR, which may include electronic submission. Contractor shall comply with all requirements and regulations from the DIR relating to labor compliance monitoring and enforcement. The requirement to submit certified payroll records directly to the Labor Commissioner under Labor Code section 1771.4 shall not apply to work performed on a public works project that is exempt pursuant to the small project exemption specified in Labor Code Section 1771.4.
- C. Any stop orders issued by the Department of Industrial Relations against Contractor or any subcontractor that affect Contractor's performance of Work, including any delay, shall be Contractor's sole responsibility. Any delay arising out of or resulting from such stop orders shall be considered Contractor caused delay subject to any applicable liquidated damages and shall not be compensable by the District. Contractor shall defend, indemnify and hold the District, its officials, officers, employees and agents free and harmless from any claim or liability arising out of stop orders issued by the Department of Industrial Relations against Contractor or any subcontractor.
- D. The payroll records described herein shall be certified and submitted by the Contractor at a time designated by the District. The Contractor shall also provide the following:
1. A certified copy of the employee's payroll records shall be made available for inspection or furnished to such employee or his or her authorized representative on request.

2. A certified copy of all payroll records described herein shall be made available for inspection or furnished upon request of the DIR.
- E. Unless submitted electronically, the certified payroll records shall be on forms provided by the Division of Labor Standards Enforcement (“DLSE”) of the DIR or shall contain the same information as the forms provided by the DLSE.
- F. Any copy of records made available for inspection as copies and furnished upon request to the public or any public agency, the District, the Division of Apprenticeship Standards or the Division of Labor Standards Enforcement shall be marked or obliterated in such a manner as to prevent disclosure of an individual's name, address and social security number. The name and address of the Contractor awarded the Contract or performing the contract shall not be marked or obliterated.
- G. In the event of noncompliance with the requirements of this Article, the Contractor shall have ten (10) calendar days in which to comply subsequent to receipt of written notice specifying in what respects the Contractor must comply with this Article. Should noncompliance still be evident after such 10-day period, the Contractor shall pay a penalty of one hundred dollars (\$100.00) to the District for each calendar day, or portion thereof, for each worker, until strict compliance is effectuated. Upon the request of the Division of Apprenticeship Standards or the Division of Labor Standards Enforcement, such penalties shall be withheld from progress payment then due.
- H. The responsibility for compliance with this Article shall rest upon the Contractor.

## **ARTICLE 32. PREVAILING RATES OF WAGES**

- A. The Contractor is aware of the requirements of Labor Code sections 1720 *et seq.* and 1770 *et seq.*, as well as California Code of Regulations, Title 8, Section 16000 *et seq.* (“Prevailing Wage Laws”), which require the payment of prevailing wage rates and the performance of other requirements on certain “public works” and “maintenance” projects. Since this Project involves an applicable “public works” or “maintenance” project, as defined by the Prevailing Wage Laws, and since the total compensation is \$1,000 or more, Contractor agrees to fully comply with such Prevailing Wage Laws. The Contractor shall obtain a copy of the prevailing rates of per diem wages at the commencement of this Contract from the website of the Division of Labor Statistics and Research of the Department of Industrial Relations located at [www.dir.ca.gov](http://www.dir.ca.gov). In the alternative, the Contractor may view a copy of the prevailing rate of per diem wages which are on file at the District’s Administration Office and shall be made available to interested parties upon request. Contractor shall make copies of the prevailing rates of per diem wages for each craft, classification, or type of worker needed to perform work on the Project available to interested parties upon request, and shall post copies at the Contractor’s principal place of business and at the Project site. Contractor shall defend, indemnify and hold the District, its officials, officers, employees and authorized volunteers free and harmless from any claims, liabilities, costs, penalties or interest arising out of any failure or allege failure to comply with the Prevailing Wage Laws.
- B. The Contractor shall forfeit as a penalty to the District not more than Two Hundred Dollars (\$200.00), pursuant to Labor Code section 1775, for each calendar day, or portion thereof, for each worker paid less than the prevailing wage rate as determined by the Director of the Department of Industrial Relations for such work or craft in which

such worker is employed for any public work done under the Contract by it or by any subcontractor under it. The difference between such prevailing wage rate and the amount paid to each worker for each calendar day or portion thereof, for which each worker was paid less than the prevailing wage rate, shall be paid to each worker by the Contractor.

- C. Contractor shall post, at appropriate conspicuous points on the Project site, a schedule showing all determined general prevailing wage rates and all authorized deductions, if any, from unpaid wages actually earned.

### **ARTICLE 33. PUBLIC WORKS CONTRACTOR REGISTRATION**

Pursuant to Labor Code sections 1725.5 and 1771.1, the Contractor and its subcontractors must be registered with the Department of Industrial Relations prior to the execution of a contract to perform public works. By entering into this Contract, Contractor represents that it is aware of the registration requirement and is currently registered with the DIR. Contractor shall maintain a current registration for the duration of the Project. Contractor shall further include the requirements of Labor Code sections 1725.5 and 1771.1 in any subcontract and ensure that all subcontractors are registered at the time this Contract is entered into and maintain registration for the duration of the Project. Notwithstanding the foregoing, the contractor registration requirements mandated by Labor Code Sections 1725.5 and 1771.1 shall not apply to work performed on a public works project that is exempt pursuant to the small project exemption specified in Labor Code Sections 1725.5 and 1771.1.

### **ARTICLE 34. EMPLOYMENT OF APPRENTICES**

- A. Contractor and all subcontractors shall comply with the requirements of Labor Code sections 1777.5 and 1777.6 in the employment of apprentices.
- B. Information relative to apprenticeship standards, wage schedules, and other requirements may be obtained from the Director of Industrial Relations, ex officio the Administrator of Apprenticeship, San Francisco, California, or from the Division of Apprenticeship Standards and its branch offices.
- C. Knowing violations of Labor Code section 1777.5 will result in forfeiture not to exceed one hundred dollars (\$100.00) for each calendar day of non-compliance pursuant to Labor Code section 1777.7.
- D. The responsibility for compliance with this Article shall rest upon the Contractor.

### **ARTICLE 35. NONDISCRIMINATION/EQUAL EMPLOYMENT OPPORTUNITY**

Pursuant to Labor Code section 1735 and other applicable provisions of law, the Contractor and its subcontractors shall not discriminate against any employee or applicant for employment because of race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, marital status, sex, age, sexual orientation, or any other classifications protected by law on this Project. The Contractor will take affirmative action to insure that employees are treated during employment or training without regard to their race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, marital status, sex, age, sexual orientation, or any other classifications protected by law.

Employment Eligibility; Contractor. By executing this Contract, Contractor verifies that it fully complies with all requirements and restrictions of state and federal law respecting the employment of undocumented aliens, including, but not limited to, the Immigration Reform and Control Act of 1986, as may be amended from time to time. Such requirements and restrictions include, but are not limited to, examination and retention of documentation confirming the identity and immigration status of each employee of the Contractor. Contractor also verifies that it has not committed a violation of any such law within the five (5) years immediately preceding the date of execution of this Contract, and shall not violate any such law at any time during the term of the Contract. Contractor shall avoid any violation of any such law during the term of this Contract by participating in an electronic verification of work authorization program operated by the United States Department of Homeland Security, by participating in an equivalent federal work authorization program operated by the United States Department of Homeland Security to verify information of newly hired employees, or by some other legally acceptable method. Contractor shall maintain records of each such verification, and shall make them available to the District or its representatives for inspection and copy at any time during normal business hours. The District shall not be responsible for any costs or expenses related to Contractor's compliance with the requirements provided for or referred to herein.

Employment Eligibility; Subcontractors, Sub-subcontractors and Consultants. To the same extent and under the same conditions as Contractor, Contractor shall require all of its subcontractors, sub-subcontractors and consultants performing any part of the Work or of this Contract to make the same verifications and comply with all requirements and restrictions provided for herein.

Employment Eligibility; Failure to Comply. Each person executing this Contract on behalf of Contractor verifies that he or she is a duly authorized officer of Contractor, and understands that any of the following shall be grounds for the District to terminate the Contract for cause: (1) failure of Contractor or its subcontractors, sub-subcontractors or consultants to meet any of the requirements provided for herein; (2) any misrepresentation or material omission concerning compliance with such requirements; or (3) failure to immediately remove from the Work any person found not to be in compliance with such requirements.

## **ARTICLE 36. DEBARMENT OF CONTRACTORS AND SUBCONTRACTORS**

Contractors or subcontractors may not perform work on a public works project with a subcontractor who is ineligible to perform work on a public project pursuant to Labor Code section 1777.1 or 1777.7. Any contract on a public works project entered into between a contractor and a debarred subcontractor is void as a matter of law. A debarred subcontractor may not receive any public money for performing work as a subcontractor on a public works contract. Any public money that is paid, or may have been paid to a debarred subcontractor by a contractor on the project shall be returned to the District. The Contractor shall be responsible for the payment of wages to workers of a debarred subcontractor who has been allowed to work on the project.

## **ARTICLE 37. LABOR/EMPLOYMENT SAFETY**

The Contractor shall comply with all applicable laws and regulations of the federal, state, and local government, including Cal/OSHA requirements and requirements for verification of employees' legal right to work in the United States.

The Contractor shall maintain emergency first aid treatment for his employees which complies with the Federal Occupational Safety and Health Act of 1970 (29 U.S.C. § 651 *et seq.*), and California Code of Regulations, Title 8, Industrial Relations Division 1, Department of Industrial

Relations, Chapter 4. The Contractor shall ensure the availability of emergency medical services for its employees in accordance with California Code of Regulations, Title 8, Section 1512.

The Contractor shall submit the Illness and Injury Prevention Program and a Project site specific safety program to the District prior to beginning Work at the Project site. Contractor shall maintain a confined space program that meets or exceeds the District Standards. Contractor shall adhere to the District's lock out tag out program.

### **ARTICLE 38. INSURANCE**

The Contractor shall obtain, and at all times during performance of the Work of Contract, maintain all of the insurance described in this Article. Contractor shall not commence Work under this Contract until it has provided evidence satisfactory to the District that it has secured all insurance required hereunder. Contractor shall not allow any subcontractor to commence work on any subcontract until it has provided evidence satisfactory to the District that the subcontractor has secured all insurance required under this Article. Failure to provide and maintain all required insurance shall be grounds for the District to terminate this Contract for cause. Contractor shall furnish District with original certificates of insurance and endorsements effective coverage required by this Contract on forms satisfactory to the District. The certificates and endorsements for each insurance policy shall be signed by a person authorized by that insurer to bind coverage on its behalf, and shall be on forms acceptable to the District. All certificates and endorsements must be received and approved by the District before Work commences.

- A. **Additional Insureds; Waiver of Subrogation.** The District, its officials, officers, employees, agents and authorized volunteers shall be named as Additional Insureds on Contractor's All Risk policy and on Contractor's and its subcontractors' policies of Commercial General Liability and Automobile Liability insurance using, for Contractor's policy/ies of Commercial General Liability insurance, ISO CG forms 20 10 and 20 37 (or endorsements providing the exact same coverage, including completed operations), and, for subcontractors' policies of Commercial General Liability insurance, ISO CG form 20 38 (or endorsements providing the exact same coverage). Notwithstanding the minimum limits set forth in this Contract for any type of insurance coverage, all available insurance proceeds in excess of the specified minimum limits of coverage shall be available to the parties required to be named as Additional Insureds hereunder. Contractor and its insurance carriers shall provide a Waiver of Subrogation in favor of those parties.
- B. **Workers' Compensation Insurance.** The Contractor shall provide workers' compensation insurance for all of the employees engaged in Work under this Contract, on or at the Site, and, in case of any sublet Work, the Contractor shall require the subcontractor similarly to provide workers' compensation insurance for all the latter's employees as prescribed by State law. Any class of employee or employees not covered by a subcontractor's insurance shall be covered by the Contractor's insurance. In case any class of employees engaged in work under this Contract, on or at the Site, is not protected under the Workers' Compensation Statutes, the Contractor shall provide or shall cause a subcontractor to provide, adequate insurance coverage for the protection of such employees not otherwise protected. The Contractor is required to secure payment of compensation to his employees in accordance with the provisions of section 3700 of the Labor Code. The Contractor shall file with the District certificates of his insurance protecting workers. Company or companies providing

insurance coverage shall be acceptable to the District, if in the form and coverage as set forth in the Contract Documents.

**C. Employer's Liability Insurance.** Contractor shall provide Employer's Liability Insurance, including Occupational Disease, in the amount of at least one million dollars (\$1,000,000.00) per person per accident. Contractor shall provide District with a certificate of Employer's Liability Insurance. Such insurance shall comply with the provisions of the Contract Documents. The policy shall be endorsed, if applicable, to provide a Borrowed Servant/Alternate Employer Endorsement and contain a Waiver of Subrogation in favor of the District.

**D. Commercial General Liability Insurance.** Contractor shall provide "occurrence" form Commercial General Liability insurance coverage at least as broad as the most current ISO CGL Form 00 01, including but not limited to, premises liability, contractual liability, products/completed operations, personal and advertising injury which may arise from or out of Contractor's operations, use, and management of the Site, or the performance of its obligations hereunder. The policy shall not contain any exclusion contrary to this Contract including but not limited to endorsements or provisions limiting coverage for (1) contractual liability (including but not limited to ISO CG 24 26 or 21 39); or (2) cross-liability for claims or suits against one insured against another. Policy limits shall not be less than \$1,000,000 per occurrence for bodily injury, personal injury and property damage. If Commercial General Liability Insurance or other form with a general aggregate limit is used, either the general aggregate limit shall apply separately to this project/location or the general aggregate limit shall be twice the required occurrence limit. Defense costs shall be paid in addition to the limits.

1. Such policy shall comply with all the requirements of this Article. The limits set forth herein shall apply separately to each insured against whom claims are made or suits are brought, except with respect to the limits of liability. Further the limits set forth herein shall not be construed to relieve the Contractor from liability in excess of such coverage, nor shall it limit Contractor's indemnification obligations to the District, and shall not preclude the District from taking such other actions available to the District under other provisions of the Contract Documents or law.

2. All general liability policies provided pursuant to the provisions of this Article shall comply with the provisions of the Contract Documents.

3. All general liability policies shall be written to apply to all bodily injury, including death, property damage, personal injury, owned and non-owned equipment, blanket contractual liability, completed operations liability, explosion, collapse, under-ground excavation, removal of lateral support, and other covered loss, however occasioned, occurring during the policy term, and shall specifically insure the performance by Contractor of that part of the indemnification contained in these General Conditions relating to liability for injury to or death of persons and damage to property.

4. If the coverage contains one or more aggregate limits, a minimum of 50% of any such aggregate limit must remain available at all times; if over 50% of any aggregate limit has been paid or reserved, the District may require additional coverage to be purchased by Contractor to restore the required limits. Contractor may combine primary, umbrella, and as broad as possible excess liability coverage

to achieve the total limits indicated above. Any umbrella or excess liability policy shall include the additional insured endorsement described in the Contract Documents.

5. All policies of general liability insurance shall permit and Contractor does hereby waive any right of subrogation which any insurer of Contractor may acquire from Contractor by virtue of the payment of any loss.
- E. Automobile Liability Insurance.** Contractor shall provide “occurrence” form Automobile Liability Insurance at least as broad as ISO CA 00 01 (Any Auto) in the amount of, at least, one million dollars (\$1,000,000) per accident for bodily injury and property damage. Such insurance shall provide coverage with respect to the ownership, operation, maintenance, use, loading or unloading of any auto owned, leased, hired or borrowed by Contractor or for which Contractor is responsible, in a form and with insurance companies acceptable to the District. All policies of automobile insurance shall permit and Contractor does hereby waive any right of subrogation which any insurer of Contractor may acquire from Contractor by virtue of the payment of any loss.
- F. Builder’s Risk “All Risk”**
1. It is the Contractor’s responsibility to maintain or cause to be maintained Builder’s Risk “All Risk” extended coverage insurance on all work, material, equipment, appliances, tools, and structures that are or will become part of the Work and subject to loss or damage by fire, and vandalism and malicious mischief, in an amount to cover 100% of the replacement cost. The District accepts no responsibility for the Work until the Work is formally accepted by the District. The Contractor shall provide a certificate evidencing this coverage before commencing performance of the Work.
  2. The named insureds shall be Contractor, all Subcontractors of any tier (excluding those solely responsible for design work), suppliers, and District, its elected officials, officers, employees, agents and authorized volunteers, as their interests may appear. Contractor shall not be required to maintain property insurance for any portion of the Work following acceptance by District.
  3. Policy shall be provided for replacement value on an “all risk” basis. There shall be no coinsurance penalty provision in any such policy. Policy must include: (1) coverage for any ensuing loss from faulty workmanship, nonconforming work, omission or deficiency in design or specifications; (2) coverage against machinery accidents and operational testing; (3) coverage for removal of debris, and insuring the buildings, structures, machinery, equipment, materials, facilities, fixtures and all other properties constituting a part of the Project; (4) transit coverage, including ocean marine coverage (unless insured by the supplier), with sub-limits sufficient to insure the full replacement value of any key equipment item; and (5) coverage with sub-limits sufficient to insure the full replacement value of any property or equipment stored either on or off the Site. Such insurance shall be on a form acceptable to District to ensure adequacy and sublimit.
  4. In addition, the policy shall meet the following requirements:

- a. Insurance policies shall be so conditioned as to cover the performance of any extra work performed under the Contract.
  - b. Coverage shall include all materials stored on site and in transit.
  - c. Coverage shall include Contractor's tools and equipment.
  - d. Insurance shall include boiler, machinery and material hoist coverage.
- G. **Contractor's Pollution Liability Coverage.** Contractor shall provide pollution liability insurance in an amount not less than \$1,000,000 per occurrence and \$2,000,000 aggregate.
- H. Contractor shall require all tiers of sub-contractors working under this Contract to provide the insurance required under this Article unless otherwise agreed to in writing by District. Contractor shall make certain that any and all subcontractors hired by Contractor are insured in accordance with this Contract. If any subcontractor's coverage does not comply with the foregoing provisions, Contractor shall indemnify and hold the District harmless from any damage, loss, cost, or expense, including attorneys' fees, incurred by the District as a result thereof.

#### **ARTICLE 39. FORM AND PROOF OF CARRIAGE OF INSURANCE**

- A. Any insurance carrier providing insurance coverage required by the Contract Documents shall be admitted to and authorized to do business in the State of California unless waived, in writing, by the District's Risk Manager. Carrier(s) shall have an A.M. Best rating of not less than an A:VII. Insurance deductibles or self-insured retentions must be declared by the Contractor. At the election of the District the Contractor shall either 1) reduce or eliminate such deductibles or self-insured retentions, or 2) procure a bond which guarantees payment of losses and related investigations, claims administration, and defense costs and expenses. If umbrella or excess liability coverage is used to meet any required limit(s) specified herein, the Contractor shall provide a "follow form" endorsement satisfactory to the District indicating that such coverage is subject to the same terms and conditions as the underlying liability policy.
- B. Each insurance policy required by this Contract shall be endorsed to state that: (1) coverage shall not be suspended, voided, reduced or cancelled except after thirty (30) days prior written notice by certified mail, return receipt requested, has been given to the District; and (2) any failure to comply with reporting or other provisions of the policies, including breaches of warranties, shall not affect coverage provided to the District, its officials, officers, agents, employees, and volunteers.
- C. The Certificates(s) and policies of insurance shall contain or shall be endorsed to contain the covenant of the insurance carrier(s) that it shall provide no less than thirty (30) days written notice be given to the District prior to any material modification or cancellation of such insurance. In the event of a material modification or cancellation of coverage, the District may terminate the Contract or stop the Work in accordance with the Contract Documents, unless the District receives, prior to such effective date, another properly executed original Certificate of Insurance and original copies of endorsements or certified original policies, including all endorsements and attachments thereto evidencing coverage's set forth herein and the insurance required

herein is in full force and effect. Contractor shall not take possession, or use the Site, or commence operations under this Contract until the District has been furnished original Certificate(s) of Insurance and certified original copies of endorsements or policies of insurance including all endorsements and any and all other attachments as required in this Article. The original endorsements for each policy and the Certificate of Insurance shall be signed by an individual authorized by the insurance carrier to do so on its behalf.

- D. The Certificate(s) of Insurance, policies and endorsements shall so covenant and shall be construed as primary, and the District's insurance and/or deductibles and/or self-insured retentions or self-insured programs shall not be construed as contributory.
- E. District reserves the right to adjust the monetary limits of insurance coverages during the term of this Contract including any extension thereof if, in the District's reasonable judgment, the amount or type of insurance carried by the Contractor becomes inadequate.
- F. Contractor shall report to the District, in addition to the Contractor's insurer, any and all insurance claims submitted by the Contractor in connection with the Work under this Contract.

#### **ARTICLE 40. TIME FOR COMPLETION AND LIQUIDATED DAMAGES**

- A. **Time for Completion/Liquidated Damages.** Time is of the essence in the completion of the Work. Work shall be commenced within ten (10) Days of the date stated in the District's Notice to Proceed and shall be completed by Contractor in the time specified in the Contract Documents. The District is under no obligation to consider early completion of the Project; and the Contract completion date shall not be amended by the District's receipt or acceptance of the Contractor's proposed earlier completion date. Furthermore, Contractor shall not, under any circumstances, receive additional compensation from the District (including but not limited to indirect, general, administrative or other forms of overhead costs) for the period between the time of earlier completion proposed by the Contractor and the Contract completion date. If the Work is not completed as stated in the Contract Documents, it is understood that the District will suffer damage. In accordance with Government Code section 53069.85, being impractical and infeasible to determine the amount of actual damage, it is agreed that Contractor shall pay to the District as fixed and liquidated damages, and not as a penalty, the sum stipulated in the Contract for each calendar day of delay until the Work is fully completed. Contractor and its surety shall be liable for any liquidated damages. Any money due or to become due the Contractor may be retained to cover liquidated damages.
- B. **Inclement Weather.** Contractor shall abide by the Engineer's determination of what constitutes inclement weather. Time extensions for inclement weather shall only be granted when the Work stopped during inclement weather is on the critical path of the Project schedule.
- C. **Extension of Time.** Contractor shall not be charged liquidated damages because of any delays in completion of the Work due to unforeseeable causes beyond the control and without the fault or negligence of Contractor (or its subcontractors or suppliers). Contractor shall within five (5) Days of identifying any such delay notify the District in

writing of causes of delay. The District shall ascertain the facts and extent of delay and grant extension of time for completing the Work when, in its judgment, the facts justify such an extension. Time extensions to the Project shall be requested by the Contractor as they occur and without delay. No delay claims shall be permitted unless the event or occurrence delays the completion of the Project beyond the Contract completion date.

- D. **No Damages for Reasonable Delay.** The District's liability to Contractor for delays for which the District is responsible shall be limited to only an extension of time unless such delays were unreasonable under the circumstances. In no case shall the District be liable for any costs which are borne by the Contractor in the regular course of business, including, but not limited to, home office overhead and other ongoing costs. Damages caused by unreasonable District delay, including delays caused by items that are the responsibility of the District pursuant to Government Code section 4215, shall be based on actual costs only, no proportions or formulas shall be used to calculate any delay damages.

#### **ARTICLE 41. COST BREAKDOWN AND PERIODIC ESTIMATES**

Contractor shall furnish on forms Approved by the District:

- A. Within ten (10) Days of Notice to Proceed with the Contract, a detailed estimate giving a complete breakdown of the Contract price, if the Contract amount is a lump sum.
- B. A monthly itemized estimate of Work done for the purpose of making progress payments. In order for the District to consider and evaluate each progress payment application, the Contractor shall submit a detailed measurement of Work performed and a progress estimate of the value thereof before the tenth (10th) Day of the following month.
- C. Contractor shall submit, with each of its payment requests, an adjusted list of actual quantities, verified by the Engineer, for unit price items listed, if any, in the Bid Form.
- D. Following the District's Acceptance of the Work, the Contractor shall submit to the District a written statement of the final quantities of unit price items for inclusion in the final payment request.
- E. The District shall have the right to adjust any estimate of quantity and to subsequently correct any error made in any estimate for payment.

Contractor shall certify under penalty of perjury, that all cost breakdowns and periodic estimates accurately reflect the Work on the Project.

#### **ARTICLE 42. PROGRESS ESTIMATES AND PAYMENT**

- A. By the tenth (10th) Day of the following calendar month, Contractor shall submit to Engineer a payment request which shall set forth in detail the value of the Work done for the period beginning with the date work was first commenced and ending on the end of the calendar month for which the payment request is prepared. Contractor shall include any amount earned for authorized extra work. From the total thus computed, a deduction shall be made in the amount of five percent (5%) for retention, except

where the District has adopted a finding that the Work done under the Contract is substantially complex, and then the amount withheld as retention shall be the percentage specified in the Notice Inviting Bids. From the remainder a further deduction may be made in accordance with Section B below. The amount computed, less the amount withheld for retention and any amounts withheld as set forth below, shall be the amount of the Contractor's payment request.

- B. The District may withhold a sufficient amount or amounts of any payment or payments otherwise due to Contractor, as in his judgment may be necessary to cover:
1. Payments which may be past due and payable for just claims against Contractor or any subcontractors for labor or materials furnished in and about the performance of work on the Project under this Contract.
  2. Defective work not remedied.
  3. Failure of Contractor to make proper payments to his subcontractor or for material or labor.
  4. Completion of the Contract if there is a reasonable doubt that the Work can be completed for balance then unpaid.
  5. Damage to another contractor or a third party.
  6. Amounts which may be due the District for claims against Contractor.
  7. Failure of Contractor to keep the record ("as-built") drawings up to date.
  8. Failure to provide update on construction schedule as required herein.
  9. Site cleanup.
  10. Failure to comply with Contract Documents.
  11. Liquidated damages.
  12. Legally permitted penalties.
- C. The District may apply such withheld amount or amounts to payment of such claims or obligations at its discretion with the exception of subsections (B)(1), (3), and (5) of this Article, which must be retained or applied in accordance with applicable law. In so doing, the District shall be deemed the agent of Contractor and any payment so made by the District shall be considered as a payment made under contract by the District to Contractor and the District shall not be liable to Contractor for such payments made in good faith. Such payments may be made without prior judicial determination of claim or obligations. The District will render Contractor a proper accounting of such funds disbursed on behalf of Contractor.
- D. Upon receipt, the Engineer shall review the payment request to determine whether it is undisputed and suitable for payment. If the payment request is determined to be unsuitable for payment, it shall be returned to Contractor as soon as practicable but

not later than seven (7) Days after receipt, accompanied by a document setting forth in writing the reasons why the payment request is not proper. The District shall make the progress payment within 30 calendar days after the receipt of an undisputed and properly submitted payment request from Contractor, provided that a release of liens and claims has been received from the Contractor pursuant to Civil Code section 8132. The number of days available to the District to make a payment without incurring interest pursuant to this paragraph shall be reduced by the number of days by which the Engineer exceeds the seven (7) Day requirement.

- E. A payment request shall be considered properly executed if funds are available for payment of the payment request and payment is not delayed due to an audit inquiry by the financial officer of the District.

#### **ARTICLE 43. SECURITIES FOR MONEY WITHHELD**

Pursuant to section 22300 of the Public Contract Code of the State of California, Contractor may request the District to make retention payments directly to an escrow agent or may substitute securities for any money withheld by the District to ensure performance under the contract. At the request and expense of Contractor, securities equivalent to the amount withheld shall be deposited with the District or with a state or federally chartered bank as the escrow agent who shall return such securities to Contractor upon satisfactory completion of the contract. Deposit of securities with an escrow agent shall be subject to a written agreement substantially in the form provided in section 22300 of the Public Contract Code.

#### **ARTICLE 44. CHANGES AND EXTRA WORK.**

##### **A. Contract Change Orders.**

1. The District, without invalidating the Contract, may order changes in the Work consisting of additions, deletions or other revisions, and the Contract Price and Contract Time shall be adjusted accordingly. Except as otherwise provided herein, all such changes in the Work shall be authorized by Change Order, and shall be performed under the applicable conditions of the Contract Documents. A Change Order signed by the Contractor indicates the Contractor's agreement therewith, including any adjustment in the Contract Price or the Contract Time, and the full and final settlement of all costs (direct, indirect and overhead) related to the Work authorized by the Change Order.
2. Contractor shall promptly execute changes in the Work as directed in writing by the District even when the parties have not reached agreement on whether the change increases the scope of Work or affects the Contract Price or Contract Time. All claims for additional compensation to the Contractor shall be presented in writing. No claim will be considered after the Work in question has been done unless a written Change Order has been issued or a timely written notice of claim has been made by Contractor.
3. Whenever any change is made as provided for herein, such change shall be considered and treated as though originally included in the Contract, and shall be subject to all terms, conditions, and provisions of the original Contract.

4. Contractor shall not be entitled to claim or bring suit for damages, whether for loss of profits or otherwise, on account of any decrease or omission of any item or portion of Work to be done.
5. No dispute, disagreement, or failure of the parties to reach agreement on the terms of the Change Order shall relieve the Contractor from the obligation to proceed with performance of the work, including Additional Work, promptly and expeditiously.
6. Contractor shall make available to the District any of the Contractor's documents related to the Project immediately upon request of the District, as set forth in Article 52.
7. Any alterations, extensions of time, Additional Work, or any other changes may be made without securing consent of the Contractor's surety or sureties.

**B. Contract Price Change.**

1. Process for Determining Adjustments in Contract Price.
  - a. Owner Initiated Change. The Contractor must submit a complete cost proposal, including any change in the Contract Price or Contract Time, within seven (7) Days after receipt of a scope of a proposed change order initiated by the District, unless the District requests that proposals be submitted in less than seven (7) Days.
  - b. Contractor Initiated Change. The Contractor must give written notice of a proposed change order required for compliance with the Contract Documents within seven (7) Days of discovery of the facts giving rise to the proposed change order.
  - c. Whenever possible, any changes to the Contract amount shall be in a lump sum mutually agreed to by the Contractor and the District.
  - d. Price quotations from the Contractor shall be accompanied by sufficiently detailed supporting documentation to permit verification by the District, including but not limited to estimates and quotations from subcontractors or material suppliers, as the District may reasonably request. Contractor shall certify the accuracy of all Change Order Requests under penalty of perjury.
  - e. If the Contractor fails to submit a complete cost proposal within the seven (7) Day period (or as requested), the District has the right to order the Contractor in writing to commence the Work immediately on a time and materials basis and/or issue a lump sum change to the Contract Price and/or Contract Time in accordance with the District's estimate. If the change is issued based on the District's estimate, the Contractor will waive its right to dispute the action unless within fifteen (15) Days following completion of the added/deleted work, the Contractor presents written proof that the District's estimate was in error.

2. Unit Price Change Orders.

- a. When the actual quantity of a Unit Price item varies from the Bid Form, compensation for the change in quantity will be calculated by multiplying the actual quantity by the Unit Price. This calculation may result in either an additive or deductive Final Change Order pursuant to the Contract Documents.
  - b. No Mark up for Overhead and Profit. Because the Contract Unit Prices provided in the Bid Form include Overhead and Profit as determined by Contractor at the time of Bid submission, no mark up or deduction for Overhead and Profit will be included in Unit Price Change Orders.
  - c. Bid items included on the Bid Form may be deducted from the Work in their entirety without any negotiated extra costs.
  - d. Contractor acknowledges that unit quantities are estimates and agrees that the estimated unit quantities listed on the Bid Form will be adjusted to reflect the actual unit quantities which may result in an adjustment to the Contract Unit Prices. Such an adjustment will be made by execution of a final additive or deductive Change Order following Contractor's completion of the Work. Upon notification, Contractor's failure to respond within seven (7) Days will result in District's issuance of a unit quantity adjustment to the Contract Unit Prices and/or Contract Time in accordance with the Contract Documents.
  - e. The District or Contractor may make a Claim for an adjustment in the Unit Price in accordance with the Contract Documents if:
    - i. the quantity of any item of Unit Price Work performed by Contractor differs by twenty-five percent (25%) or more from the estimated quantity of such item indicated in the Contract; and
    - ii. there is no corresponding adjustment with respect to any other item of Work; and
    - iii. Contractor believes that Contractor is entitled to an increase in Unit Price as a result of having incurred additional expense or the District believes that the District is entitled to a decrease in Unit Price and the parties are unable to agree as to the amount of any such increase or decrease..
3. Contractor shall incorporate the provisions of this Section into all agreements with Subcontractors. Compensation for Lump Sum Change Orders shall be limited to expenditures necessitated specifically by the Additional Work, and shall be according to the following:
- a. Overview. The Contractor will submit a properly itemized Lump Sum Change Order Proposal covering the Additional Work and/or the work to be deleted. This proposal will be itemized for the various components of the Additional Work and segregated by labor, material, and equipment in a detailed format satisfactory to the District. The District will require itemized change orders on all change order proposals from the Contractor, subcontractors, and sub-subcontractors regardless of tier. Details to be submitted will include detailed

line item estimates showing detailed materials quantity take-offs, material prices by item and related labor hour pricing information and extensions (by line item or by drawing as applicable).

- b. Labor. The costs of labor will be the actual cost for wages prevailing locally for each craft or type of worker at the time the Additional Work is done, plus employer payments of payroll taxes and insurance, health and welfare, pension, vacation, apprenticeship funds, and other direct costs resulting from Federal, State or local laws, as well as assessment or benefits required by lawful collective bargaining agreements. The use of a labor classification which would increase the Additional Work cost will not be permitted unless the Contractor establishes the necessity for such new classifications. Labor costs for equipment operators and helpers shall be reported only when such costs are not included in the invoice for equipment rental.

Estimated labor hours must only include hours for those workmen and working foremen directly involved in performing the change order work. Supervision above the level of working foremen (such as general foremen, superintendent, project manager, etc.) is considered to be included in the markup percentages as outlined below. Note that no separate allowances for warranty expense will be allowed as a direct cost of a change order. Costs attributed to warranty expenses will be considered to be covered by the markup.

- c. Labor Burden. Labor burden allowable in change orders shall be defined as employer's net actual cost of payroll taxes (FICA, Medicare, SUTA, FUTA), net actual cost for employer's cost of union benefits (or other usual and customary fringe benefits if the employees are not union employees), and net actual cost to employer for worker's compensation insurance taking into consideration adjustments for experience modifiers, premium discounts, dividends, rebates, expense constants, assigned risk pool costs, net cost reductions due to policies with deductibles for self-insured losses, assigned risk rebates, etc. Contractor shall reduce their standard payroll tax percentages to properly reflect the effective cost reduction due to the estimated impact of the annual maximum wages subject to payroll taxes. An estimated percentage for labor burden may be used for pricing change orders. However, the percentage used for labor burden to price change orders will be examined at the conclusion of the Project and an adjustment to the approved change orders will be processed if it is determined that the actual labor burden percentage should have been more or less than the estimated percentage used.
- d. Materials. The cost of materials reported shall be at invoice or lowest current price at which such materials are locally available in the quantities involved, plus sales tax, freight, and delivery. Materials costs shall be based upon supplier or manufacturer's invoice. If invoices or other satisfactory evidence of cost are not furnished within fifteen (15) Days of delivery, then the District shall determine the materials cost, at its sole discretion. Estimated material change order costs shall reflect the Contractor's reasonably anticipated net actual cost for the purchase of the material needed for the change order work. Estimated material costs shall reflect cost reductions available to the Contractor due to "non-cash" discounts, trade discounts, free material credits, and/or volume rebates. "Cash" discounts (i.e., prompt payment discounts of 2% or less)

available on material purchased for change order work shall be credited to the District if the Contractor is provided the District funds in time for Contractor to take advantage of any such "cash" discounts. The portion of any "cash" discounts greater than 2% will not be considered "non-cash" discount for purposes of this provision. Price quotations from material suppliers must be itemized with unit prices for each specific item to be purchased. "Lot pricing" quotations will not be considered sufficient substantiating detail.

- e. Tool and Equipment Use. Costs for the use of small tools, which are tools that have a replacement value of \$1,000 or less, shall be considered included in the Overhead and Profit mark-ups established below. Allowable change order estimated costs may include appropriate amounts for rental of major equipment specifically needed to perform the change order work (defined as tools and equipment with an individual purchase cost of more than \$750). For Contractor owned equipment, the "bare" equipment rental rates allowed to be used for pricing change order proposals shall be 75% of the monthly rate listed in the most current publication of The AED Green Book divided by 176 to arrive at a maximum hourly rate to be applied to the hours the equipment is used performing the change order work. Further, for Contractor owned equipment, the aggregate equipment rent charges for any single piece of equipment used in all change order work shall be limited to 50% of the fair market value of the piece of equipment when the first change order is priced involving usage of the piece of equipment. Fuel necessary to operate the equipment will be considered as a separate direct cost associated with the change order work.
- f. Maximum Markup Percentage Allowable on Self-Performed Work. With respect to pricing change orders, the maximum markup percentage to be paid to any Contractor or subcontractor (regardless of tier) on self-performed work shall be a single markup percentage not-to-exceed fifteen percent (15%) of the net direct cost of (1) direct labor and allowable labor burden costs applicable to the change in the Work; (2) the net cost of material and installed equipment incorporated into the change in the Work, and (3) net rental cost of major equipment and related fuel costs necessary to complete the change in the Work. The markup computed using the above formula shall be considered to be allocated 2/3 to cover applicable overhead costs directly attributable to the field overhead costs related to processing, supervising and performing, the change order work, and the remaining 1/3 to cover home office overhead costs and profit
- g. Maximum Markup Percentages Allowable on Work Performed by Lower Tier Subcontractors. With respect to pricing the portion of change order proposals involving Work performed by lower tier contractors, the maximum markup percentage allowable to the Contractor or subcontractor supervising the lower tier subcontractor's work shall not exceed five percent (5%) of the net of all approved change order work performed by all subcontractors combined for any particular change order proposal. The markup computed using the above formula shall be considered to be allocated 2/3 to cover applicable overhead costs directly attributable to the field overhead costs related to processing, supervising and performing the change order work, and the remaining 1/3 to cover home office overhead costs and profit.

- h. No Markup on Bonds and Liability Insurance Costs. Change order cost adjustments due to increases or decreases in bond or insurance costs (if applicable) shall not be subject to any markup.
  - i. Direct and Indirect Costs Covered by Markup Percentages. As a further clarification, the agreed upon markup percentage set forth above is intended to cover the Contractor's profit and all indirect costs associated with the change order work. Items intended to be covered by the markup percentage include, but are not limited to: home office expenses, branch office and field office overhead expense of any kind, project management, superintendents, general foremen, estimating, engineering, coordinating, expediting, purchasing, detailing, legal, accounting, data processing or other administrative expenses, shop drawings, permits, auto insurance and umbrella insurance, pick-up truck costs, and warranty expense costs. The cost for the use of small tools is also to be considered covered by the markup percentage established above. Small tools shall be defined as tools and equipment (power or non-power) with an individual purchase cost of less than \$750.
  - j. Deduct Change Orders and Net Deduct Changes. The application of the markup percentages referenced above will apply to both additive and deductive change orders. In the case of a deductive change order, the credit will be computed by applying the sliding scale percentages as outlined above so that a deductive change order would be computed in the same manner as an additive change order. In those instances where a change involves both additive and deductive work, the additions and deductions will be netted and the markup percentage adjustments will be applied to the net amount.
  - k. Contingency. In no event will any lump sum or percentage amounts for "contingency" be allowed to be added as a separate line item in change order estimates. Unknowns attributable to labor hours will be accounted for when estimating labor hours anticipated performing the work. Unknowns attributable to material scrap and waste will be estimated as part of material costs.
  - l. Insurance and Bonds. In the event the Contractor has been required to furnish insurance and/or bonds as part of the base contract price, a final contract change order will be processed to account for the Contractor's net increase or decrease in insurance costs and/or bond premium costs associated with change orders to Contractor's base Contract Price.
4. Time and Materials Change Orders.
- a. General. The term Time and Materials means the sum of all costs reasonably and necessarily incurred and paid by Contractor for labor, materials, and equipment in the proper performance of Additional Work. Except as otherwise may be agreed to in writing by the District, such costs shall be in amounts no higher than those prevailing in the locality of the Project, and shall include only the following items.
  - b. Timely and Final Documentation.

- i. T&M Daily Sheets. Contractor must submit timesheets, materials invoices, records of equipment hours, and records of rental equipment hours to the District's Representative for an approval signature **each day** Additional Work is performed. Failure to get the District's Representative's approval signature each Day shall result in a waiver of Contractor's right to claim these costs. The District's Representative's signature on time sheets only serves as verification that the Work was performed and is not indicative of District's agreement to Contractor's entitlement to the cost.
  - ii. T&M Daily Summary Sheets. All documentation of incurred costs ("T&M Daily Summary Sheets") shall be submitted by Contractor within **three (3) Days** of incurring the cost for labor, material, equipment, and special services as Additional Work is performed. Contractor's actual costs shall be presented in a summary table in an electronic spreadsheet file by labor, material, equipment, and special services. Each T&M Daily Summary Sheet shall include Contractor's actual costs incurred for the Additional Work performed that day and a cumulative total of Contractor's actual costs incurred for the Additional Work. Contractor's failure to provide a T&M Daily Summary Sheet showing a total cost summary within three (3) Days but within five (5) Days of performance of the Work will result in the Contractor's otherwise allowable overhead and profit being reduced by 50% for that portion of Additional Work which was not documented in a timely manner. Contractor's failure to submit the T&M Daily Summary Sheet within five (5) Days of performance of the Work will result in a total waiver of Contractor's right to claim these costs.
  - iii. T&M Total Cost Summary Sheet. Contractor shall submit a T&M Total Cost Summary Sheet, which shall include total actual costs, within **seven (7) Days** following completion of District approved Additional Work. Contractor's total actual cost shall be presented in a summary table in an electronic spreadsheet file by labor, material, equipment, and special services. Contractor's failure to submit the T&M Total Cost Summary Sheet within seven (7) Days of completion of the Additional Work will result in Contractor's waiver for any reimbursement of any costs associated with the T&M Summary Sheets or the performance of the Additional Work.
- c. Labor. The Contractor will be paid the cost of labor for the workers used in the actual and direct performance of the Work. The cost of labor will be the sum of the actual wages paid (which shall include any employer payments to or on behalf of the workers for health and welfare, pension, vacation, and similar purposes) substantiated by timesheets and certified payroll for wages prevailing for each craft or type of workers performing the Additional Work at the time the Additional Work is done, and the labor surcharge set forth in the Department of Transportation publication entitled *Labor Surcharge and Equipment Rental Rates*, which is in effect on the date upon which the Work is accomplished and which is a part of the Contract. The labor surcharge shall constitute full compensation for all payments imposed by Federal, State, or local laws and for all other payments made to, or on behalf of, the workers, other than actual wages.

- i. Equipment Operator Exception. Labor costs for equipment operators and helpers shall be paid only when such costs are not included in the invoice for equipment rental.
  - ii. Foreman Exception. The labor costs for foremen shall be proportioned to all of their assigned work and only that applicable to the Additional Work shall be paid. Indirect labor costs, including, without limitation, the superintendent, project manager, and other labor identified in the Contract Documents will be considered Overhead.
- d. Materials. The cost of materials reported shall be itemized at invoice or lowest current price at which materials are locally available and delivered to the Project site in the quantities involved, plus the cost of sales tax, freight, delivery, and storage.
- i. Trade discounts available to the purchaser shall be credited to the District notwithstanding the fact that such discounts may not have been taken by Contractor.
  - ii. For materials secured by other than a direct purchase and direct billing to the purchaser, the cost shall be deemed to be the price paid to the actual supplier as determined by the District's Representative.
  - iii. Payment for materials from sources owned wholly or in part by the purchaser shall not exceed the price paid by the purchaser for similar materials from said sources on Additional Work items or the current wholesale price for such materials delivered to the Project site, whichever price is lower.
  - iv. If, in the opinion of the District's Representative, the cost of materials is excessive, or Contractor does not furnish satisfactory evidence of the cost of such materials, then the cost shall be deemed to be the lowest current wholesale price for the total quantity concerned delivered to the Project site less trade discounts.
  - v. The District reserves the right to furnish materials for the Additional Work and no Claim shall be allowed by Contractor for costs of such materials or Indirect Costs or profit on District furnished materials.
- e. Equipment.
- i. Rental Time. The rental time to be paid for equipment on the Project site shall be the time the equipment is in productive operation on the Additional Work being performed and, in addition, shall include the time required to move the equipment to the location of the Additional Work and return it to the original location or to another location requiring no more time than that required to return it to its original location; except that moving time will not be paid if the equipment is used on other than the Additional Work, even though located at the site of the Additional Work.

- (a) Rental Time Not Allowed. Rental time will not be allowed while equipment is inoperative due to breakdowns.
- (b) Computation Method. The following shall be used in computing the rental time of equipment on the Project site.
  - (i) When hourly rates are paid, any part of an hour less than 30 minutes of operation shall be considered to be 1/2-hour of operation, and any part of an hour in excess of 30 minutes will be considered one hour of operation.
  - (ii) When daily rates are paid, any part of a day less than 4 hours operation shall be considered to be 1/2-day of operation, and any part of an hour in excess of 4 hours will be considered one day of operation.
- ii. Rental Rates. Contractor will be paid for the use of equipment at the lesser of (i) the actual rental rate, or (ii) the rental rate listed for that equipment in the California Department of Transportation publication entitled *Labor Surcharge and Equipment Rental Rates*, which is in effect on the date upon which the Contract was executed. Such rental rates will be used to compute payments for equipment whether the equipment is under Contractor's control through direct ownership, leasing, renting, or another method of acquisition. The rental rate to be applied for use of each item of equipment shall be the rate (i.e., daily, monthly) resulting in the least total cost to the District for the total period of use. If it is deemed necessary by Contractor to use equipment not listed in the publication, an equitable rental rate for the equipment will be established by the District's Representative. Contractor may furnish cost data which might assist the District's Representative in the establishment of the rental rate.
- iii. Contractor-Owned Equipment.
  - (a) For Contractor-owned equipment, the allowed equipment rental rate will be limited to the monthly equipment rental rate using a utilization rate of 173 hours per month.
  - (b) For Contractor-owned equipment, the rental time to be paid for equipment on the Site shall be the time the equipment is in productive operation, unless, in the instance of standby time, the equipment could be actively used by Contractor on another project, then District shall pay for the entirety of the time the equipment is on Site. It shall be Contractor's burden to demonstrate to the District that the equipment could be actively used on another project.
- iv. All equipment shall, in the opinion of the District's Representative, be in good working condition and suitable for the purpose for which the equipment is to be used.
- v. Before construction equipment is used on the Additional Work, Contractor shall plainly stencil or stamp an identifying number thereon at a

conspicuous location, and shall furnish to the District's Representative, in duplicate, a description of the equipment and its identifying number and the scheduled Additional Work activities planned.

- vi. Unless otherwise specified, manufacturer's rating and manufacturer approved modifications shall be used to classify equipment for the determination of applicable rental rates. Equipment which has no direct power unit shall be powered by a unit of at least the minimum rating recommended by the manufacturer.
- f. Special Services. Special work or services are defined as that Additional Work characterized by extraordinary complexity, sophistication, or innovation or a combination of the foregoing attributes which are unique to the construction industry.
  - i. Invoices for Special Services. When the District's Representative and Contractor determine that a special service is required which cannot be performed by the forces of Contractor or those of any of its Subcontractors, the special service may be performed by an entity especially skilled in the Additional Work. Invoices for special services based upon the current fair market value thereof may be accepted without complete itemization of labor, material, and equipment rental costs, after validation of market values by the District's Representative.
  - ii. Discount and Allowance. All invoices for special services will be adjusted by deducting all trade discounts offered or available, whether the discounts were taken or not. In lieu of Overhead and Profit specified herein, a total allowance not to exceed fifteen percent (15%) for Overhead and Profit will be added to invoices for Special Services.
  - iii. When the District determines, in its sole discretion, that competitive bidding is necessary for certain special services, Contractor shall solicit competitive bids for those special services.
- g. Excluded Costs. The term Time and Material shall not include any of the following costs or any other home or field office overhead costs, all of which are to be considered administrative costs covered by Contractor's allowance for Overhead and Profit.
  - i. Overhead Cost. Payroll costs and other compensation of Contractor's officers, executives, principals, general managers, engineers, architects, estimators, attorneys, auditors, accountants, purchasing and contracting agents, timekeepers, clerks, and other personnel employed by Contractor whether at the Site or in Contractor's principal office or any branch office, material yard, or shop for general administration of the Additional Work;
  - ii. Office Expenses. Expenses of Contractor's principal and branch offices;
  - iii. Capital Expenses. Any part of Contractor's capital expenses, including interest on Contractor's capital employed for the Additional Work and charges against Contractor for delinquent payments;

- iv. Negligence. Costs due to the negligence of Contractor or any Subcontractor or Supplier, or anyone directly or indirectly employed by any of them or for whose acts any of them may be liable, including without limitation the correction of Defective Work, disposal of materials or equipment wrongly supplied, and making good any damage to property;
  - v. Other. Other overhead or general expense costs of any kind and the cost of any item not specifically and expressly included in the Contract Documents;
  - vi. Small Tools. Cost of small tools valued at less than \$1,000 and that remain the property of Contractor;
  - vii. Administrative Costs. Costs associated with the preparation of Change Orders (whether or not ultimately authorized), cost estimates, or the preparation or filing of Claims;
  - viii. Anticipated Lost Profits. Expenses of Contractor associated with anticipated lost profits or lost revenues, lost income or earnings, lost interest on earnings, or unpaid retention;
  - ix. Home Office Overhead. Costs derived from the computation of a "home office overhead" rate by application of the *Eichleay, Allegheny*, burden fluctuation, or other similar methods;
  - x. Special Consultants and Attorneys. Costs of special consultants or attorneys, whether or not in the direct employ of Contractor, employed for services specifically related to the resolution of a Claim, dispute, or other matter arising out of or relating to the performance of the Additional Work.
- h. Overhead, Profit and Other Charges. The mark-up for overhead (including supervision) and profit on work added to the Contract shall be according to the following:
- i. "Net Cost" is defined as consisting of costs of labor, materials, and tools and equipment only excluding overhead and profit. The costs of applicable insurance and bond premium will be reimbursed to the Contractor and subcontractors at cost only, without mark-up. Contractor shall provide District with documentation of the costs, including, but not limited to, payroll records, invoices, and such other information as District may reasonably request.
  - ii. For Work performed by the Contractor's forces, the added cost for overhead and profit shall not exceed fifteen percent (15%) of the Net Cost of the Work.
  - iii. For Work performed by a subcontractor, the added cost for overhead and profit shall not exceed fifteen percent (15%) of the subcontractor's Net Cost of the Work to which the Contractor may add five percent (5%) of the subcontractor's Net Cost.

- iv. For Work performed by a sub-subcontractor, the added cost for overhead and profit shall not exceed fifteen percent (15%) of the sub-subcontractor's Net Cost for Work to which the subcontractor and general contractor may each add an additional five percent (5%) of the Net Cost of the lower tier subcontractor.
  - v. No additional mark-up will be allowed for lower tier subcontractors, and in no case shall the added cost for overhead and profit payable by District exceed twenty-five percent (25%) of the Net Cost as defined herein, of the party that performs the Work.
5. All of the following costs are included in the markups for overhead and profit described above, and Contractor shall not receive any additional compensation for: Submittals, drawings, field drawings, Shop Drawings, including submissions of drawings; field inspection; General Superintendence; General administration and preparation of cost proposals, schedule analysis, Change Orders, and other supporting documentation; computer services; reproduction services; Salaries of project engineer, superintendent, timekeeper, storekeeper, and secretaries; Janitorial services; Small tools, incidentals and consumables; Temporary On-Site facilities (Offices, Telephones, High Speed Internet Access, Plumbing, Electrical Power, Lighting; Platforms, Fencing, Water), Jobsite and Home office overhead or other expenses; vehicles and fuel used for work otherwise included in the Contract Documents; Surveying; Estimating; Protection of Work; Handling and disposal fees; Final Cleanup; Other Incidental Work; Related Warranties; insurance and bond premiums.
6. For added or deducted Work by subcontractors, the Contractor shall furnish to the District the subcontractor's signed detailed record of the cost of labor, material and equipment, including the subcontractor markup for overhead and profit. The same requirement shall apply to sub-subcontractors
7. For added or deducted work furnished by a vendor or supplier, the Contractor shall furnish to the District a detailed record of the cost to the Contractor, signed by such vendor or supplier.
8. Any change in the Work involving both additions and deletions shall indicate a net total cost, including subcontracts and materials. Allowance for overhead and profit, as specified herein, shall be applied if the net total cost is an increase in the Contract Price; overhead and profit allowances shall not be applied if the net total cost is a deduction to the Contract Price. The estimated cost of deductions shall be based on labor and material prices on the date the Contract was executed.
9. Contractor shall not reserve a right to assert impact costs, extended job site costs, extended overhead, constructive acceleration and/or actual acceleration beyond what is stated in the Change Order for Work. No claims shall be allowed for impact, extended overhead costs, constructive acceleration and/or actual acceleration due to a multiplicity of changes and/or clarifications. The Contractor may not change or modify the District's change order form in an attempt to reserve additional rights.
10. If the District disagrees with the proposal submitted by Contractor, it will notify the Contractor and the District will provide its opinion of the appropriate price and/or

time extension. If the Contractor agrees with the District, a Change Order will be issued by the District. If no agreement can be reached, the District shall have the right to issue a unilateral Change Order setting forth its determination of the reasonable additions or savings in costs and time attributable to the extra or deleted work. Such determination shall become final and binding if the Contractor fails to submit a claim in writing to the District within fifteen (15) Days of the issuance of the unilateral Change Order, disputing the terms of the unilateral Change Order, and providing such supporting documentation for its position as the District may require.

### **C. Change of Contract Times.**

1. The Contract Times may only be changed by a Change Order.
2. All changes in the Contract Price and/or adjustments to the Contract Times related to each change shall be included in Contractor's COR pursuant to this Article. No cost or time will be allowed for cumulative effects of multiple changes. All Change Orders must state that the Contract Time is not changed or is either increased or decreased by a specific number of days. Failure to include a change to time shall waive any change to the time unless the parties mutually agree in writing to postpone a determination of the change to time resulting from the Change Order.
3. Notice of the amount of the request for adjustment in the Contract Times with supporting data shall be delivered within seven (7) Days after such start of occurrence. No extension of time or additional compensation shall be given for a delay if the Contractor failed to give notice in the manner and within the time prescribed.
4. District may elect, at District's sole discretion, to grant an extension in Contract Times, without Contractor's request, because of delays or other factors.
5. Use of Float and Critical Path.
  - a. Float is for the benefit of the Project. Float shall not be considered for the exclusive use or benefit of either the District or the Contractor.
  - b. Any difference in time between the Contractor's early completion and the Contract Time shall be considered a part of the Project float. Contractor shall not be entitled to compensation, and District will not compensate Contractor, for delays which impact early completion.
6. Contractor's entitlement to an extension of the Contract Times is limited to a District-caused extension of the critical path, reduced by the Contractor's concurrent delays, and established by a proper time impact analysis. No time extension shall be allowed unless, and then only to the extent that, the District-caused delay extends the critical path beyond the previously approved Contract Time.

- a. Contractor shall not be entitled to an adjustment in the Contract Price or Contract Times for delays within the control of Contractor. Delays attributable to and within the control of a Subcontractor or Supplier shall be deemed to be delays within the control of Contractor.
  - b. If Contractor is delayed in the performance or progress of the Work by fire, flood, epidemic, abnormal weather conditions (as determined by the District), Acts of God, acts or failures to act of utility owners not under the control of District, or other causes not the fault of and beyond control of District and Contractor, then Contractor shall be entitled to a time extension when the Work stopped is on the critical path. Such a non-compensable adjustment shall be Contractor's sole and exclusive remedy for such delays. Contractor must submit a timely request in accordance with the requirements of this Article.
  - c. Utility-Related Delays.
    - i. Contractor shall immediately notify in writing the utility owner and District's Representative of its construction schedule and any subsequent changes in the construction schedule which will affect the time available for protection, removal, or relocation of utilities. Requests for extensions of time arising out of utility relocation or repair delays shall be filed in accordance with this Article.
    - ii. Contractor shall not be entitled to damages or additional payment for delays attributable to utility relocations or alterations if correctly located, as noted in the Contract Documents or by the Underground Service Alert survey.
1. Content for Requests for Contract Extension. Contractor's justification for entitlement shall be clear and complete citing specific Contract Document references and reasons on which Contractor's entitlement is based. At a minimum, each request for a time extension must include:
- a. Each request for an extension of Contract Time must identify the impacting event, in narrative form, providing a description of the delay event and sufficient justification as to why the Contractor is entitled to a time extension. Contractor must demonstrate that the delay arises from unforeseeable causes beyond the control and without the fault or negligence of both Contractor and any Subcontractors or Suppliers, or any other persons or organizations employed by any of them or for whose acts any of them may be liable, and that such causes in fact lead to performance or completion of the Work, or specified part in question, beyond the corresponding Contract Times, despite Contractor's reasonable and diligent actions to guard against those effects.
  - b. Each request for an extension of Contract Time must include a time impact analysis in CPM format, using the Contemporaneous Impacted As-Planned Schedule Analysis to calculate the impact of the delay event.
2. No Damages for Reasonable Delay.

- a. District's liability to Contractor for delays for which District is responsible shall be limited to only an extension of time unless such delays were unreasonable under the circumstances. In no case shall District be liable for any costs which are borne by the Contractor in the regular course of business, including, but not limited to, home office overhead and other ongoing costs.
  - b. Damages caused by unreasonable District delay that impact the critical path, including delays caused by items that are the responsibility of the District pursuant to Government Code section 4215, shall be compensated at the Daily Rate established in the Special Conditions. No other calculations, proportions or formulas shall be used to calculate any delay damages.
  - c. District and District's Representative, and the officers, members, partners, employees, agents, consultants, or subcontractors of each of them, shall not be liable to Contractor for any claims, costs, losses, or damages (including but not limited to all fees and charges of engineers, architects, attorneys, and other professionals and all court or arbitration or other dispute resolution costs) sustained by Contractor on or in connection with any other project or anticipated project.
3. Contractor's failure, neglect, or refusal to comply with the requirements of the Contract Documents, or any portion thereof, shall bar Contractor's request for extensions of the Contract Times. Such failure, neglect, or refusal prejudices District's and District's Representative's ability to recognize and mitigate delay, and such failure, neglect, or refusal prevent the timely analysis of requests for extensions of Contract Times, and whether such extensions may be warranted. Contractor hereby waives all rights to extensions of Contract Times due to delays or accelerations that result from or occur during periods of time for which Contractor fails, neglects, or refuses to fully comply with the requirements of this Article.

#### **ARTICLE 45. FINAL ACCEPTANCE AND PAYMENT**

- A. The acceptance of the Work on behalf of the District will be made by the Engineer. Such acceptance by the District shall not constitute a waiver of defects. When the Work has been accepted there shall be paid to Contractor a sum equal to the contract price less any amounts previously paid Contractor and less any amounts withheld by the District from Contractor under the terms of the contract. The final five percent (5%), or the percentage specified in the notice inviting bids where the District has adopted a finding of substantially complete, shall not become due and payable until five (5) calendar days shall have elapsed after the expiration of the period within which all claims may be filed under the provisions of Civil Code section 9356. If the Contractor has placed securities with the District as described herein, the Contractor shall be paid a sum equal to one hundred percent (100%) of the contract price less any amounts due the District under the terms of the Contract.
- B. Unless Contractor advises the District in writing prior to acceptance of the final five percent (5%) or the percentage specified in the notice inviting bids where the District has adopted a finding of substantially complete, or the return of securities held as described herein, said acceptance shall operate as a release to the District of all claims and all liability to Contractor for all things done or furnished in connection with this work

and for every act of negligence of the District and for all other claims relating to or arising out of this work. If Contractor advises the District in writing prior to acceptance of final payment or return of the securities that there is a dispute regarding the amount due the Contractor, the District may pay the undisputed amount contingent upon the Contractor furnishing a release of all undisputed claims against the District with the disputed claims in stated amounts being specifically excluded by Contractor from the operation of the release. No payments, however, final or otherwise, shall operate to release Contractor or its sureties from the Faithful Performance Bond, Labor and Material Payment Bond, or from any other obligation under this contract.

- C. In case of suspension of the contract any unpaid balance shall be and become the sole and absolute property of the District to the extent necessary to repay the District any excess in the cost of the Work above the contract price.
- D. Final payment shall be made no later than 60 days after the date of acceptance of the Work by the District or the date of occupation, beneficial use and enjoyment of the Work by the District including any operation only for testing, start-up or commissioning accompanied by cessation of labor on the Work, provided that a release of liens and claims has been received from the Contractor pursuant to Civil Code section 8136. In the event of a dispute between the District and the Contractor, the District may withhold from the final payment an amount not to exceed 150% of the disputed amount.
- E. Within ten (10) calendar days from the time that all or any portion of the retention proceeds are received by Contractor, Contractor shall pay each of its subcontractors from whom retention has been withheld each subcontractor's share of the retention received. However, if a retention payment received by Contractor is specifically designated for a particular subcontractor, payment of the retention shall be made to the designated subcontractor if the payment is consistent with the terms of the subcontract.

#### **ARTICLE 46. OCCUPANCY**

The District reserves the right to occupy or utilize any portion of the Work at any time before completion, and such occupancy or use shall not constitute acceptance of any part of Work covered by this Contract. This use shall not relieve the Contractor of its responsibilities under the Contract.

#### **ARTICLE 47. INDEMNIFICATION**

To the fullest extent permitted by law, Contractor shall immediately defend (with counsel of the District's choosing), indemnify and hold harmless the District, officials, officers, agents, employees, and representatives, and each of them from and against:

- A. Any and all claims, demands, causes of action, costs, expenses, injuries, losses or liabilities, in law or in equity, of every kind or nature whatsoever, but not limited to, injury to or death, including wrongful death, of any person, and damages to or destruction of property of any person, arising out of, related to, or in any manner directly or indirectly connected with the Work or this Contract, including claims made by subcontractors for nonpayment, including without limitation the payment of all consequential damages and attorney's fees and other related costs and expenses, however caused, regardless of whether the allegations are false, fraudulent, or

groundless, and regardless of any negligence of the District or its officers, employees, or authorized volunteers (including passive negligence), except the sole negligence or willful misconduct or active negligence of the District or its officials, officers, employees, or authorized volunteers.

- B. Contractor's defense and indemnity obligation herein includes, but is not limited to damages, fines, penalties, attorney's fees and costs arising from claims under the Americans with Disabilities Act (ADA) or other federal or state disability access or discrimination laws arising from Contractor's Work during the course of construction of the improvements or after the Work is complete, as the result of defects or negligence in Contractor's construction of the improvements.
- C. Any and all actions, proceedings, damages, costs, expenses, fines, penalties or liabilities, in law or equity, of every kind or nature whatsoever, arising out of, resulting from, or on account of the violation of any governmental law or regulation, compliance with which is the responsibility of Contractor;
- D. Any and all losses, expenses, damages (including damages to the Work itself), attorney's fees, and other costs, including all costs of defense which any of them may incur with respect to the failure, neglect, or refusal of Contractor to faithfully perform the Work and all of Contractor's obligations under the agreement. Such costs, expenses, and damages shall include all costs, including attorney's fees, incurred by the indemnified parties in any lawsuit to which they are a party.

Contractor shall immediately defend, at Contractor's own cost, expense and risk, any and all such aforesaid suits, actions or other legal proceedings of every kind that may be brought or instituted against the District, its officials, officers, agents, employees and representatives. Contractor shall pay and satisfy any judgment, award or decree that may be rendered against the District, its officials, officers, employees, agents, employees and representatives, in any such suit, action or other legal proceeding. Contractor shall reimburse the District, its officials, officers, agents, employees and representatives for any and all legal expenses and costs incurred by each of them in connection therewith or in enforcing the indemnity herein provided. The only limitations on this provision shall be those imposed by Civil Code section 2782.

#### **ARTICLE 48. PROCEDURE FOR RESOLVING DISPUTES**

Contractor shall timely comply with all notices and requests for changes to the Contract Time or Contract Price, including but not limited to all requirements of Article 44, Changes and Extra Work, as a prerequisite to filing any claim governed by this Article. The failure to timely submit a notice of delay or notice of change, or to timely request a change to the Contract Price or Contract Time, or to timely provide any other notice or request required herein shall constitute a waiver of the right to further pursue the claim under the Contract or at law.

- A. **Intent.** Effective January 1, 1991, Section 20104 et seq., of the California Public Contract Code prescribes a process utilizing informal conferences, non-binding judicial supervised mediation, and judicial arbitration to resolve disputes on construction claims of \$375,000 or less. Effective January 1, 2017, Section 9204 of the Public Contract Code prescribes a process for negotiation and mediation to resolve disputes on construction claims. The intent of this Article is to implement Sections 20104 et seq. and Section 9204 of the California Public Contract Code. This Article shall be construed to be consistent with said statutes.

- B. **Claims.** For purposes of this Article, “Claim” means a separate demand by the Contractor, after a change order duly requested in accordance with Article 44 “Changes and Extra Work” has been denied by the District, for (A) a time extension, (B) payment of money or damages arising from Work done by or on behalf of the Contractor pursuant to the Contract, or (C) an amount the payment of which is disputed by the District. A “Claim” does not include any demand for payment for which the Contractor has failed to provide notice, request a change order, or otherwise failed to follow any procedures contained in the Contract Documents. Claims governed by this Article may not be filed unless and until the Contractor completes all procedures for giving notice of delay or change and for the requesting of a time extension or change order, including but not necessarily limited to the procedures contained in Article 44, Changes and Extra Work, and Contractor’s request for a change has been denied in whole or in part. Claims governed by this Article must be filed no later than fourteen (14) days after a request for change has been denied in whole or in part or after any other event giving rise to the Claim. The Claim shall be submitted in writing to the District and shall include on its first page the following in 16 point capital font: “THIS IS A CLAIM.” Furthermore, the claim shall include the documents necessary to substantiate the claim. Nothing herein is intended to extend the time limit or supersede notice requirements otherwise provided by contract for the filing of claims, including all requirements pertaining to compensation or payment for extra Work, disputed Work, and/or changed conditions. Failure to follow such contractual requirements shall bar any claims or subsequent lawsuits for compensation or payment thereon.
- C. **Supporting Documentation.** The Contractor shall submit all claims in the following format:
1. Summary of claim merit and price, reference Contract Document provisions pursuant to which the claim is made
  2. List of documents relating to claim:
    - a. Specifications
    - b. Drawings
    - c. Clarifications (Requests for Information)
    - d. Schedules
    - e. Other
  3. Chronology of events and correspondence
  4. Analysis of claim merit
  5. Analysis of claim cost
  6. Time impact analysis in CPM format
  7. If Contractor’s claim is based in whole or in part on an allegation of errors or omissions in the Drawings or Specifications for the Project, Contractor shall

provide a summary of the percentage of the claim subject to design errors or omissions and shall obtain a certificate of merit in support of the claim of design errors and omissions.

8. Cover letter and certification of validity of the claim, including any claims from subcontractors of any tier, in accordance with Government Code section 12650 *et seq.*

D. **District's Response.** Upon receipt of a claim pursuant to this Article, District shall conduct a reasonable review of the claim and, within a period not to exceed 45 Days, shall provide the Contractor a written statement identifying what portion of the claim is disputed and what portion is undisputed. Any payment due on an undisputed portion of the claim will be processed and made within 60 Days after the District issues its written statement.

1. If the District needs approval from its governing body to provide the Contractor a written statement identifying the disputed portion and the undisputed portion of the claim, and the District's governing body does not meet within the 45 Days or within the mutually agreed to extension of time following receipt of a claim sent by registered mail or certified mail, return receipt requested, the District shall have up to three Days following the next duly publicly noticed meeting of the District's governing body after the 45-Day period, or extension, expires to provide the Contractor a written statement identifying the disputed portion and the undisputed portion.
2. Within 30 Days of receipt of a claim, the District may request in writing additional documentation supporting the claim or relating to defenses or claims the District may have against the Contractor. If additional information is thereafter required, it shall be requested and provided pursuant to this subdivision, upon mutual agreement of District and the Contractor. The District's written response to the claim, as further documented, shall be submitted to the Contractor within 30 Days (if the claim is less than \$15,000, within 15 Days) after receipt of the further documentation, or within a period of time no greater than that taken by the Contractor in producing the additional information or requested documentation, whichever is greater.

E. **Meet and Confer.** If the Contractor disputes the District's written response, or the District fails to respond within the time prescribed, the Contractor may so notify the District, in writing, either within 15 Days of receipt of the District's response or within 15 Days of the District's failure to respond within the time prescribed, respectively, and demand in writing an informal conference to meet and confer for settlement of the issues in dispute. Upon receipt of a demand, the District shall schedule a meet and confer conference within 30 Days for settlement of the dispute.

F. **Mediation.** Within 10 business Days following the conclusion of the meet and confer conference, if the claim or any portion of the claim remains in dispute, the District shall provide the Contractor a written statement identifying the portion of the claim that remains in dispute and the portion that is undisputed. Any payment due on an undisputed portion of the claim shall be processed and made within 60 Days after the District issues its written statement. Any disputed portion of the claim, as identified by the Contractor in writing, shall be submitted to nonbinding mediation, with the District

and the Contractor sharing the associated costs equally. The District and Contractor shall mutually agree to a mediator within 10 business Days after the disputed portion of the claim has been identified in writing, unless the parties agree to select a mediator at a later time.

1. If the parties cannot agree upon a mediator, each party shall select a mediator and those mediators shall select a qualified neutral third party to mediate with regard to the disputed portion of the claim. Each party shall bear the fees and costs charged by its respective mediator in connection with the selection of the neutral mediator.
2. For purposes of this section, mediation includes any nonbinding process, including, but not limited to, neutral evaluation or a dispute review board, in which an independent third party or board assists the parties in dispute resolution through negotiation or by issuance of an evaluation. Any mediation utilized shall conform to the timeframes in this section.
3. Unless otherwise agreed to by the District and the Contractor in writing, the mediation conducted pursuant to this section shall excuse any further obligation under Public Contract Code Section 20104.4 to mediate after litigation has been commenced.
4. The mediation shall be held no earlier than the date the Contractor completes the Work or the date that the Contractor last performs Work, whichever is earlier. All unresolved claims shall be considered jointly in a single mediation, unless a new unrelated claim arises after mediation is completed.

**G. Procedures After Mediation.** If following the mediation, the claim or any portion remains in dispute, the Contractor must file a claim pursuant to Chapter 1 (commencing with Section 900) and Chapter 2 (commencing with Section 910) of Part 3 of Division 3.6 of Title 1 of the Government Code prior to initiating litigation. For purposes of those provisions, the running of the period of time within which a claim must be filed shall be tolled from the time the Contractor submits his or her written claim pursuant to subdivision (a) until the time the claim is denied, including any period of time utilized by the meet and confer conference.

**H. Civil Actions.** The following procedures are established for all civil actions filed to resolve claims of \$375,000 or less:

1. Within 60 Days, but no earlier than 30 Days, following the filing or responsive pleadings, the court shall submit the matter to non-binding mediation unless waived by mutual stipulation of both parties or unless mediation was held prior to commencement of the action in accordance with Public Contract Code section 9204 and the terms of this Contract. The mediation process shall provide for the selection within 15 Days by both parties of a disinterested third person as mediator, shall be commenced within 30 Days of the submittal, and shall be concluded within 15 Days from the commencement of the mediation unless a time requirement is extended upon a good cause showing to the court.
2. If the matter remains in dispute, the case shall be submitted to judicial arbitration pursuant to Chapter 2.5 (commencing with Section 1141.10) of Title 3 of Part 3 of

the Code of Civil Procedure, notwithstanding Section 1114.11 of that code. The Civil Discovery Act of 1986 (Article 3 (commencing with Section 2016) of Chapter 3 of Title 3 of Part 4 of the Code of Civil Procedure) shall apply to any proceeding brought under this subdivision consistent with the rules pertaining to judicial arbitration. In addition to Chapter 2.5 (commencing with Section 1141.10) of Title 3 of Part 3 of the Code of Civil Procedure, (A) arbitrators shall, when possible, be experienced in construction law, and (B) any party appealing an arbitration award who does not obtain a more favorable judgment shall, in addition to payment of costs and fees under that chapter, also pay the attorney's fees on appeal of the other party.

- I. **Government Code Claims.** In addition to any and all contract requirements pertaining to notices of and requests for compensation or payment for extra Work, disputed Work, construction claims and/or changed conditions, the Contractor must comply with the claim procedures set forth in Government Code Sections 900, et seq. prior to filing any lawsuit against the District. Such Government Code claims and any subsequent lawsuit based upon the Government Code claims shall be limited to those matters that remain unresolved after all procedures pertaining to extra Work, disputed Work, construction claims, and/or changed conditions have been followed by Contractor. If no such Government Code claim is submitted, or if the prerequisite contractual requirements are not satisfied, no action against the District may be filed. **A Government Code claim must be filed no earlier than the date the Work is completed or the date the Contractor last performs Work on the Project, whichever occurs first. A Government Code claim shall be inclusive of all unresolved claims unless a new unrelated claim arises after the Government Code claim is submitted.**
- J. **Non-Waiver.** The District's failure to respond to a claim from the Contractor within the time periods described in this Article or to otherwise meet the time requirements of this Article shall result in the claim being deemed rejected in its entirety.

## **ARTICLE 49. DISTRICT'S RIGHT TO TERMINATE CONTRACT**

### **A. Termination for Cause by the District:**

1. In the sole estimation of the District, if the Contractor refuses or fails to prosecute the Work or any separable part thereof with such diligence as will insure its completion within the time specified by the Contract Documents, or any extension thereof, or fails to complete such Work within such time, or if the Contractor should be adjudged a bankrupt, or if it should make a general assignment for the benefit of its creditors, or if a receiver should be appointed on account of its insolvency, or the Contractor or any of its subcontractors should violate any of the provisions of this Contract, the District may serve written notice upon the Contractor and its Surety of the District's intention to terminate this Contract. This notice of intent to terminate shall contain the reasons for such intention to terminate this Contract, and a statement to the effect that the Contractor's right to perform this Contract shall cease and terminate upon the expiration of ten (10) calendar days unless such violations have ceased and arrangements satisfactory to the District have been made for correction of said violations.

2. In the event that the District serves such written notice of termination upon the Contractor and the Surety, the Surety shall have the right to take over and perform the Contract. If the Surety does not: (1) give the District written notice of Surety's intention to take over and commence performance of the Contract within 15 calendar days of the District's service of said notice of intent to terminate upon Surety; and (2) actually commence performance of the Contract within 30 calendar days of the District's service of said notice upon Surety; then the District may take over the Work and prosecute the same to completion by separate contract or by any other method it may deem advisable for the account and at the expense of the Contractor.
3. In the event that the District elects to obtain an alternative performance of the Contract as specified above: (1) the District may, without liability for so doing, take possession of and utilize in completion of the Work such materials, appliances, plants and other property belonging to the Contractor that are on the site and reasonably necessary for such completion (A special lien to secure the claims of the District in the event of such suspension is hereby created against any property of Contractor taken into the possession of the District under the terms hereof and such lien may be enforced by sale of such property under the direction of the District without notice to Contractor. The proceeds of the sale after deducting all expenses thereof and connected therewith shall be credited to Contractor. If the net credits shall be in excess of the claims of the District against Contractor, the balance will be paid to Contractor or Contractor's legal representatives.); and (2) Surety shall be liable to the District for any cost or other damage to the District necessitated by the District securing an alternate performance pursuant to this Article.

**B. Termination for Convenience by the District:**

1. The District may terminate performance of the Work called for by the Contract Documents in whole or, from time to time, in part, if the District determines that a termination is in the District's interest.
2. The Contractor shall terminate all or any part of the Work upon delivery to the Contractor of a Notice of Termination specifying that the termination is for the convenience of the District, the extent of termination, and the Effective Date of such termination.
3. After receipt of Notice of Termination, and except as directed by the District's Representative, the Contractor shall, regardless of any delay in determining or adjusting any amounts due under this Termination for Convenience clause, immediately proceed with the following obligations:
  - a. Stop Work as specified in the Notice.
  - b. Complete any Work specified in the Notice of Termination in a least cost/shortest time manner while still maintaining the quality called for under the Contract Documents.
  - c. Leave the property upon which the Contractor was working and upon which the facility (or facilities) forming the basis of the Contract Document is situated

in a safe and sanitary manner such that it does not pose any threat to the public health or safety.

- d. Terminate all subcontracts to the extent that they relate to the portions of the Work terminated.
  - e. Place no further subcontracts or orders, except as necessary to complete the continued portion of the Contract.
  - f. Submit to the District's Representative, within ten (10) calendar days from the Effective Date of the Notice of Termination, all of the usual documentation called for by the Contract Documents to substantiate all costs incurred by the Contractor for labor, materials and equipment through the Effective Date of the Notice of Termination. Any documentation substantiating costs incurred by the Contractor solely as a result of the District's exercise of its right to terminate this Contract pursuant to this clause, which costs the contractor is authorized under the Contract documents to incur, shall: (1) be submitted to and received by the Engineer no later than 30 calendar days after the Effective Date of the Notice of Termination; (2) describe the costs incurred with particularity; and (3) be conspicuously identified as "Termination Costs occasioned by the District's Termination for Convenience."
4. Termination of the Contract shall not relieve Surety of its obligation for any just claims arising out of or relating to the Work performed.
  5. In the event that the District exercises its right to terminate this Contract pursuant to this clause, the District shall pay the Contractor, upon the Contractor's submission of the documentation required by this clause and other applicable provisions of the Contract Documents, the following amounts:
    - a. All actual reimbursable costs incurred according to the provisions of this Contract.
    - b. A reasonable allowance for profit on the cost of the Work performed, provided Contractor establishes to the satisfaction of the District's Representative that it is reasonably probable that Contractor would have made a profit had the Contract been completed and provided further, that the profit allowed shall in no event exceed fifteen (15%) percent of the costs.
    - c. A reasonable allowance for Contractor's administrative costs in determining the amount payable due to termination of the Contract under this Article.
- C. Notwithstanding any other provision of this Article, when immediate action is necessary to protect life and safety or to reduce significant exposure or liability, the District may immediately order Contractor to cease Work on the Project until such safety or liability issues are addressed to the satisfaction of the District or the Contract is terminated.

## ARTICLE 50. WARRANTY AND GUARANTEE OF WORK

- A. Contractor hereby warrants that materials and Work shall be completed in conformance with the Contract Documents and that the materials and Work provided will fulfill the requirements of this Warranty. Contractor hereby agrees to repair or replace, at the discretion of the District, any or all Work that may prove to be defective in its workmanship, materials furnished, methods of installation or fail to conform to the Contract Document requirements together with any other Work which may be damaged or displaced by such defect(s) within a period of one (1) year from the date of the Notice of Completion of the Project without any expense whatever to the District, ordinary wear and tear and unusual abuse and neglect excepted. Contractor shall be required to promptly repair or replace defective equipment or materials, at Contractor's option. All costs associated with such corrective actions and testing, including the removal, replacement, and reinstatement of equipment and materials necessary to gain access, shall be the sole responsibility of the Contractor.
- B. For any Work so corrected, Contractor's obligation hereunder to correct defective Work shall be reinstated for an additional one (1) year period, commencing with the date of acceptance of such corrected Work. The reinstatement of the one (1) year warranty shall apply only to that portion of work that was corrected. Contractor shall perform such tests as District may require to verify that any corrective actions, including, without limitation, redesign, repairs, and replacements comply with the requirements of the Contract. In the event of Contractor's failure to comply with the above-mentioned conditions within ten (10) calendar days after being notified in writing of required repairs, to the reasonable satisfaction of the District, the District shall have the right to correct and replace any defective or non-conforming Work and any work damaged by such work or the replacement or correction thereof at Contractor's sole expense. Contractor shall be obligated to fully reimburse the District for any expenses incurred hereunder immediately upon demand.
- C. In addition to the warranty set forth in this Article, Contractor shall obtain for District all warranties that would be given in normal commercial practice and assign to District any and all manufacturer's or installer's warranties for equipment or materials not manufactured by Contractor and provided as part of the Work, to the extent that such third-party warranties are assignable and extend beyond the warranty period set forth in this Article. Contractor shall furnish the District with all warranty and guarantee documents prior to final Acceptance of the Project by the District as required.
- D. When specifically indicated in the Contract Documents or when directed by the Engineer, the District may furnish materials or products to the Contractor for installation. In the event any act or failure to act by Contractor shall cause a warranty applicable to any materials or products purchased by the District for installation by the Contractor to be voided or reduced, Contractor shall indemnify District from and against any cost, expense, or other liability arising therefrom, and shall be responsible to the District for the cost of any repairs, replacement or other costs that would have been covered by the warranty but for such act or failure to act by Contractor.
- E. The Contractor shall remedy at its expense any damage to District-owned or controlled real or personal property.

- F. The District shall notify the Contractor, in writing, within a reasonable time after the discovery of any failure, defect, or damage. The Contractor shall within ten (10) calendar days after being notified commence and perform with due diligence all necessary Work. If the Contractor fails to promptly remedy any defect, or damage; the District shall have the right to replace, repair or otherwise remedy the defect, or damage at the Contractor's expense.
- G. In the event of any emergency constituting an immediate hazard to health, safety, property, or licensees, when caused by Work of the Contractor not in accordance with the Contract requirements, the District may undertake at Contractor's expense, and without prior notice, all Work necessary to correct such condition.
- H. Acceptance of Defective Work.
1. If, instead of requiring correction or removal and replacement of Defective Work, the District prefers to accept it, District may do so. Contractor shall pay all claims, costs, losses, and damages (including but not limited to all fees and charges of engineers, architects, attorneys, and other professionals and all court or arbitration or other dispute resolution costs) attributable to District's evaluation of and determination to accept such Defective Work and for the diminished value of the Work.
  2. If any acceptance of defective work occurs prior to release of the Project Retention, a Change Order will be issued incorporating the necessary revisions in the Contract Documents with respect to the Work, and District shall be entitled to an appropriate decrease in the Contract Price, reflecting the diminished value of Work and all costs incurred by District.
  3. If the Project Retention is held in an escrow account as permitted by the Contract Documents, Contractor will promptly alert the escrow holder, in writing, of the amount of Retention to be paid to District.
  4. If the acceptance of Defective Work occurs after release of the Project Retention, an appropriate amount will be paid by Contractor to District.
- I. District May Correct Defective Work.
1. If Contractor fails within a reasonable time after written notice from District's Representative to correct Defective Work, or to remove and replace rejected Work as required by District, or if Contractor fails to perform the Work in accordance with the Contract Documents, or if Contractor fails to comply with any other provision of the Contract Documents, District may, after seven (7) Days' written notice to Contractor, correct, or remedy any such deficiency.
  2. In connection with such corrective or remedial action, District may exclude Contractor from all or part of the Site, take possession of all or part of the Work and suspend Contractor's services related thereto, take possession of Contractor's tools, appliances, construction equipment and machinery at the Site, and incorporate in the Work all materials and equipment stored at the Site or for which District has paid Contractor but which are stored elsewhere. Contractor shall allow District and District's Representative, and the agents, employees, other

contractors, and consultants of each of them, access to the Site to enable District to exercise the rights and remedies to correct the Defective Work.

3. All claims, costs, losses, and damages (including but not limited to all fees and charges of engineers, architects, attorneys, and other professionals and all court or arbitration or other dispute resolution costs) incurred or sustained by District correcting the Defective Work will be charged against Contractor, and a Change Order will be issued incorporating the necessary revisions into the Contract Documents with respect to the Work; and District shall be entitled to an appropriate decrease in the Contract Price.
  4. Such claims, costs, losses and damages will include, but not be limited to, all costs of repair, or replacement of work of others destroyed or damaged by correction, removal, or replacement of Defective Work.
  5. If the Change Order is executed after all payments under the Contract have been paid by District and the Project Retention is held in an escrow account as permitted by the Contract Documents, Contractor will promptly alert the escrow holder, in writing, of the amount of Retention to be paid to District.
  6. If the Change Order is executed after release of the Project Retention, an appropriate amount will be paid by Contractor to District.
  7. Contractor shall not be allowed an extension of the Contract Times because of any delay in the performance of the Work attributable to District correcting Defective work.
- J. Nothing in the Warranty or in the Contract Documents shall be construed to limit the rights and remedies available to District at law or in equity, including, but not limited to, Code of Civil Procedure section 337.15.

#### **ARTICLE 51. DOCUMENT RETENTION & EXAMINATION**

- A. In accordance with Government Code section 8546.7, records of both the District and the Contractor shall be subject to examination and audit by the State Auditor General for a period of three (3) years after final payment.
- B. Contractor shall make available to the District any of the Contractor's other documents related to the Project immediately upon request of the District.
- C. In addition to the State Auditor rights above, the District shall have the right to examine and audit all books, estimates, records, contracts, documents, bid documents, subcontracts, and other data of the Contractor (including computations and projections) related to negotiating, pricing, or performing the modification in order to evaluate the accuracy and completeness of the cost or pricing data at no additional cost to the District, for a period of four (4) years after final payment.

#### **ARTICLE 52. SEPARATE CONTRACTS**

- A. The District reserves the right to let other contracts in connection with this Work or on the Project site. Contractor shall permit other contractors reasonable access and

storage of their materials and execution of their work and shall properly connect and coordinate its Work with theirs.

- B. To ensure proper execution of its subsequent Work, Contractor shall immediately inspect work already in place and shall at once report to the Engineer any problems with the Work in place or discrepancies with the Contract Documents.
- C. Contractor shall ascertain to its own satisfaction the scope of the Project and nature of any other contracts that have been or may be awarded by the District in prosecution of the Project to the end that Contractor may perform this Contract in the light of such other contracts, if any. Nothing herein contained shall be interpreted as granting to Contractor exclusive occupancy at site of the Project. Contractor shall not cause any unnecessary hindrance or delay to any other contractor working on the Project. If simultaneous execution of any contract for the Project is likely to cause interference with performance of some other contract or contracts, the Engineer shall decide which Contractor shall cease Work temporarily and which contractor shall continue or whether work can be coordinated so that contractors may proceed simultaneously. The District shall not be responsible for any damages suffered or for extra costs incurred by Contractor resulting directly or indirectly from award, performance, or attempted performance of any other contract or contracts on the Project site.

#### **ARTICLE 53. NOTICE AND SERVICE THEREOF**

All notices shall be in writing and either served by personal delivery or mailed to the other party as designated in the Bid Forms. Written notice to the Contractor shall be addressed to Contractor's principal place of business unless Contractor designates another address in writing for service of notice. Notice to District shall be addressed to the District as designated in the Notice Inviting Bids unless District designates another address in writing for service of notice. Notice shall be effective upon receipt or five (5) calendar days after being sent by first class mail, whichever is earlier. Notice given by facsimile shall not be effective unless acknowledged in writing by the receiving party.

#### **ARTICLE 54. NOTICE OF THIRD PARTY CLAIMS**

Pursuant to Public Contract Code section 9201, the District shall provide the Contractor with timely notification of the receipt of any third-party claims relating to the Contract. The District is entitled to recover reasonable costs incurred in providing such notification.

#### **ARTICLE 55. STATE LICENSE BOARD NOTICE**

Contractors are required by law to be licensed and regulated by the Contractors' State License Board which has jurisdiction to investigate complaints against contractors if a complaint regarding a patent act or omission is filed within four (4) years of the date of the alleged violation. A complaint regarding a latent act or omission pertaining to structural defects must be filed within ten (10) years of the date of the alleged violation. Any questions concerning a contractor may be referred to the Registrar, Contractors' State License Board, P.O. Box 26000, Sacramento, California 95826.

## **ARTICLE 56. INTEGRATION**

- A. **Oral Modifications Ineffective.** No oral order, objection, direction, claim or notice by any party or person shall affect or modify any of the terms or obligations contained in the Contract Documents.
- B. **Contract Documents Represent Entire Contract.** The Contract Documents represent the entire agreement of the District and Contractor.

## **ARTICLE 57. ASSIGNMENT OF CONTRACT**

Contractor shall not assign, transfer, convey, sublet or otherwise dispose of the rights or title of interest of any or all of this contract without the prior written consent of the District. Any assignment or change of Contractor's name or legal entity without the written consent of the District shall be void. Any assignment of money due or to become due under this Contract shall be subject to a prior lien for services rendered or Material supplied for performance of Work called for under the Contract Documents in favor of all persons, firms, or corporations rendering such services or supplying such Materials to the extent that claims are filed pursuant to the Civil Code, the Code of Civil Procedure or the Government Code.

## **ARTICLE 58. CHANGE IN NAME AND NATURE OF CONTRACTOR'S LEGAL ENTITY**

Should a change be contemplated in the name or nature of the Contractor's legal entity, the Contractor shall first notify the District in order that proper steps may be taken to have the change reflected on the Contract and all related documents. No change of Contractor's name or nature will affect District's rights under the Contract, including but not limited to the bonds.

## **ARTICLE 59. ASSIGNMENT OF ANTITRUST ACTIONS**

Pursuant to Public Contract Code section 7103.5, in entering into a public works contract or subcontract to supply goods, services, or materials pursuant to a public works contract, Contractor or subcontractor offers and agrees to assign to the District all rights, title, and interest in and to all causes of action it may have under Section 4 of the Clayton Act (15 USC, Section 15) or under the Cartwright Act (Chapter 2 (commencing with Section 16700) of Part 2 of Division 7 of the Business and Professions Code), arising from the purchase of goods, services, or materials pursuant to this contract or any subcontract. This assignment shall be made and become effective at the time the District tenders final payment to the Contractor, without further acknowledgment by the parties.

## **ARTICLE 60. PROHIBITED INTERESTS**

No District official or representative who is authorized in such capacity and on behalf of the District to negotiate, supervise, make, accept, or approve, or to take part in negotiating, supervising, making, accepting or approving any engineering, inspection, construction or material supply contract or any subcontract in connection with construction of the project, shall be or become directly or indirectly interested financially in the Contract.

## **ARTICLE 61. CONTROLLING LAW**

Notwithstanding any subcontract or other contract with any subcontractor, supplier, or other person or organization performing any part of the Work, this Contract shall be governed by the law of the State of California excluding any choice of law provisions.

## **ARTICLE 62. JURISDICTION; VENUE**

Contractor and any subcontractor, supplier, or other person or organization performing any part of the Work agrees that any action or suits at law or in equity arising out of or related to the bidding, award, or performance of the Work shall be maintained in the Superior Court of Placer County, California, and expressly consent to the jurisdiction of said court, regardless of residence or domicile, and agree that said court shall be a proper venue for any such action.

## **ARTICLE 63. LAWS AND REGULATIONS**

- A. Contractor shall give all notices and comply with all laws, ordinances, rules and regulations bearing on conduct of work as indicated and specified. If Contractor observes that drawings and specifications are at variance therewith, it shall promptly notify the Engineer in writing and any necessary changes shall be adjusted as provided for in this Contract for changes in work. If Contractor performs any work knowing it to be contrary to such laws, ordinances, rules and regulations, and without such notice to the Engineer, it shall bear all costs arising therefrom.
- B. Contractor shall be responsible for familiarity with the Americans with Disabilities Act ("ADA") (42 U.S.C. § 12101 et seq.). The Work will be performed in compliance with ADA regulations.

## **ARTICLE 64. PATENTS**

Contractor shall hold and save the District, officials, officers, employees, and authorized volunteers harmless from liability of any nature or kind of claim therefrom including costs and expenses for or on account of any patented or unpatented invention, article or appliance manufactured, furnished or used by Contractor in the performance of this contract.

## **ARTICLE 65. OWNERSHIP OF CONTRACT DOCUMENTS**

All Contract Documents furnished by the District are District property. They are not to be used by Contractor or any subcontractor on other work nor shall Contractor claim any right to such documents. With exception of one complete set of Contract Documents, all documents shall be returned to the District on request at completion of the Work.

## **ARTICLE 66. NOTICE OF TAXABLE POSSESSORY INTEREST**

In accordance with Revenue and Taxation Code section 107.6, the Contract Documents may create a possessory interest subject to personal property taxation for which Contractor will be responsible.

## **ARTICLE 67. SURVIVAL OF OBLIGATIONS**

All representations, indemnifications, warranties, and guarantees made in, required by, or given

in accordance with the Contract Documents, as well as all continuing obligations indicated in the Contract Documents, will survive final payment, completion, and acceptance of the Work or termination or completion of the Contract or termination of the services of Contractor.

**END OF GENERAL CONDITIONS**

## 00 73 13 – SPECIAL CONDITIONS

### 1.1 Engineer of Record.

- A. **For purposes of this Project, the Engineer of Record shall be: James W Pinocchio, PE.**

### 1.2 Location of the Project.

The Project is located at 4090 Kannasto St, Rocklin, CA 95677

- A. The general location of the Project is shown on Project Drawing C0.

### 1.3 Shared Cost Savings for Reductions in Contract Price; Value Engineering. Should the cost of construction be less than the agreed upon Contract Price, then the savings shall be shared between the Contractor and the District. The Contractor shall receive twenty-five percent (25%) of any reductions realized in the Contract Price, and the District shall receive the remaining seventy-five percent (75%) of the savings.

### 1.4 Status of the Project Area and Rights-of-Way.

- A. District, at its expense, will provide all rights-of-way or permits, or both, covering the crossing of private property and public and private rights-of-way necessary for the permanent Work; provided, however, Contractor shall, at its expense, obtain any bonds or insurance policies or pay any fees and enter into any agreements required by a controlling authority, e.g., Caltrans or Union Pacific Railroad Company, before Contractor enters upon any property or right-of-way under the jurisdiction of any such controlling authority for the purpose of performing Work.
- B. District has acquired or is negotiating to acquire any rights-of-way, or both, necessary for the permanent Work.
- C. If such permits are required, all operations of Contractor shall conform to the restrictions, regulations, and requirements set forth in said permits, copies of which will be included in the Contract Documents.
- D. Contractor may be required, as a condition for receiving final payment, to obtain, and provide District's Representative with copies of, executed damage releases from the owners of public and private property whose property has been damaged by the Work. The damage releases will be on a form provided by District.
- E. Contractor shall, also, as a condition for receiving final payment, obtain, and provide District's Representative with copies of, executed damage releases from the owners of certain public and private property or areas which have been crossed by the Work or otherwise affected by the Work. The damage releases will be on a form provided by District.

### 1.5 Designation of District's Representative.

- A. Unless otherwise modified by District, District's Representative shall be Jeff Forrey.

1.6 Project Retention

In accordance with Public Contract Code § 7201, District will withhold 5% of each progress payment as retention on the Project.

1.7 Reverse Liquidated Damages Due to Unreasonable District Delay.

A. In compliance with the provisions of California Public Contract Code § 7102, the Contractor will be compensated for damages incurred due to delays in completing the Work due solely to the fault of the District, where such delay is unreasonable under the circumstances and not contemplated by the parties and such delay is not the result of Additional Work. The Contractor and District agree that determining actual damages is impracticable and extremely difficult. As such, the Contractor shall be entitled to the appropriate time extension and to payment of liquidated damages in the sum of **\$500** per Day of delay in excess of the time specified for the Completion of the Work. Such amount shall constitute the only payment allowed and shall necessarily include all overhead (direct or indirect), all profit, all administrative costs, all bond costs, all labor, materials, equipment and rental costs, and any other costs, expenses and fees incurred or sustained as a result of such delay. The Contractor expressly agrees to be limited solely to the liquidated damages for all such delays as defined in this subsection.

1.8 Liquidated Damages Due to Contractor Delay.

A. Time is of the essence. Should Contractor fail to complete all or any part of the Work within the time specified in the Contract Documents, District will suffer damage, the amount of which is difficult, if not impossible, to ascertain and, pursuant to the authority of Government Code section 53069.85, District shall therefore be entitled to **\$500** per Day as liquidated damages for each Day or part thereof that actual completion extends beyond the time specified.

B. Liquidated damages may be deducted from progress payments due Contractor, Project retention or may be collected directly from Contractor, or from Contractor's surety. These provisions for liquidated damages shall not prevent District, in case of Contractor's default, from terminating the Contractor.

1.9 Utility Outages – Notices to Residents.

A. Should Contractor's operations require interruption of any utility service, Contractor shall notify District at least ten (10) Days prior to the scheduled outage. Contractor will notify all impacted residents on a form provided by District at least seven (7) Days prior to the scheduled outage.

B. Contractor shall be responsible for providing, at its cost, any temporary utility or facilities necessitated by the utility outage.

1.10 Noise Restrictions

A. Contractor shall use only such equipment on the Work and in such state of repair so that the emission of sound therefrom is within the noise tolerance level of that equipment as established by Cal/OSHA.

- B. Contractor shall comply with the most restrictive of the following: (1) local sound control and noise level rules, regulations and ordinances and (2) the requirements contained in these Contract Documents, including hours of operation requirements.
- C. No internal combustion engine shall be operated on the Project without a muffler of the type recommended by the manufacturer. Should any muffler or other control device sustain damage or be determined to be ineffective or defective, the Contractor shall promptly remove the equipment and shall not return said equipment to the job until the device is repaired or replaced. Said noise and vibration level requirements shall apply to all equipment on the job or related to the job, including but not limited to, trucks, transit mixers or transit equipment that may or may not be owned by the Contractor.
- D. **The contractor shall cease all work for 30 minutes prior and 30 minutes post any funeral services within 500 feet of the project boundaries. No additional compensation shall be made to the contractor for such delays.**

1.11 Safety Programs.

- A. In addition to all other safety requirements of the Contract Documents, Contractor must comply with the Newcastle Rocklin Gold Hill Public Cemetery Safety program at all times during the completion of the Work.
- B. District has considered these Safety Programs when determining the Contract Times and no additional time or compensation will be added to the Contract due to these Programs.

1.12 Coordination with Other Contractors.

- A. In addition to the Contract requirements relating to other work at the Site, District anticipates that other contractors will be performing work within the Site from time to time.
- B. District has considered these other contractors when determining the Contract Times and no additional time or compensation will be added to the Contract due to these other contractors.

**END OF SPECIAL CONDITIONS**

## 01 23 00 – ALTERNATES

### PART 1 GENERAL

#### 1.01 SECTION INCLUDES

- A. Description of alternates.

#### 1.02 RELATED REQUIREMENTS

- A. Bid Form: Contractor shall list separately at bid opening a Listing of Alternates attached to the Bid Form.

#### 1.03 DEFINITIONS

- A. Base Bid: Includes all work shown on Drawings and as specified, with the exception of the work specifically included in Additive or Deductive Alternates listed herein.
- B. Alternate Bid: Amount proposed by bidders and stated on the Bid Form that will be either Added To or Deducted From the Base Bid amount if the Owner decides to accept a change in either scope of work or in products, materials, equipment, systems, or other installation methods as described in the Contract Documents. The cost or credit for each alternate is the net addition to or deduction from the Contract Sum to incorporate the alternate into the Work. No other adjustments are made to the Contract Sum.

#### 1.04 ACCEPTANCE OF ALTERNATES

- A. Alternates quoted on Bid Forms will be reviewed and accepted or rejected at District's option. Accepted alternates will be identified in the District-Contractor Agreement.
- B. Owner reserves the right to select any or all of the Alternates up to 90 days after award of Contract. If Owner so selects, the time for Substantial Completion will be correspondingly adjusted for those selected items only. Immediately following Award of Contract the Contractor shall prepare and distribute to each party involved notification of the status of each Alternate.
- B. Coordinate related work and modify surrounding work to integrate the Work of each alternate.

### 1.05 PROCEDURES

- A. Alternates shall conform to the requirements of each Section of the Specifications which pertain to the scope of work contained within the Alternate.
- B. Refer to Drawings for details and other information related to the construction of Alternates where such construction is required by scope.
- C. Include as part of each Alternate miscellaneous devices, accessory objects and similar items incidental to or required for a complete installation, whether or not specifically mentioned as part of the Alternate.

### 1.06 SCHEDULE OF ALTERNATES

- A. See Section 00 41 13

**PART 2 PRODUCTS - NOT USED**

**PART 3 EXECUTION - NOT USED**

END SECTION

## 01 29 73 – SCHEDULE OF VALUES

### PART 1 – GENERAL

#### 1.01 DESCRIPTION

- A. The requirements of the District's General Conditions, and Division 0 and Division 1 general requirements apply to the work of this Section.
- B. Submit a schedule of values to the District within 5 days after receiving written Notice to Proceed.
- C. Upon request by **the District**, support values given with data substantiating their correctness.
- D. Use schedule of values only as basis for **General Contractor's** application for payment.
- E. Revise schedule of values at such time as trade contracts are finalized and/or at the time a Change Order is approved.

#### 1.02 FORM OF SUBMITTAL

- A. Submit typed schedule on AIA Form G703 – Most current adopted edition.
  - a. Format: Table of Contents of this Project Manual, with modifications as approved; identify each line item with number and title of major specification sections.
  - b. Include a separate line item amount for **General Contractor** overhead and profit.
  - c. Revise schedule to list change orders for each Application for Payment.

#### 1.02 PREPARING SCHEDULE OF VALUES

- A. Make the sum of the costs listed on the original or revised schedule of values, equal to the total contract sum.
- B. Separately itemize all approved Change Orders to adjust contract sum.
- C. Do not include **General Contractor** mark-up of line items or trades with the individual line items or trades.

### PART 2 – PRODUCTS

Not Used

### PART 3 – EXECUTION

Not Used

END SECTION

## 01 29 76 – PROGRESS PAYMENT PROCEDURES

### PART 1 – GENERAL

#### 1.01 GENERAL

A. The requirements of the **District's** General Conditions, and Division 0 and Division 1 general requirements apply to the work of this Section.

#### 1.02 UNIT PRICES

- A. Unless otherwise specified, all unit prices quoted in the Bid Form for additions to or deductions from the Work are the installed costs of products, including overhead and profit, taxes, and other costs, so that they are the complete price to the **District**. These unit prices shall not apply to Work which the **General Contractor** may elect to do or not to do, for the sake of their own convenience, nor shall they apply to Work required to be performed in order to correct errors committed by the **General Contractor**.
- B. All unit prices shall be valid and in force during the life of the Contract and shall be reconciled with the Contract Sum, in accordance with the GENERAL CONDITIONS, before filing of the Notice of Completion.

#### 1.03 APPLICATIONS FOR PAYMENTS

- A. General: Submit notarized Applications for Payment to the **Project Manager** in accordance with the schedule established by the GENERAL CONDITIONS and the Agreement between the **District** and **General Contractor**.
- B. Release of Liens: **General Contractor** shall submit with each Application for Payment a *conditional lien* release warranting that title to all Work, labor, materials and equipment covered by the invoice is free and clear of all liens, claims, security interests or encumbrances. With each subsequent Application for Payment, **General Contractor** shall submit notarized *unconditional lien releases* for the previous invoice.
- C. Format and Data Required: Submit itemized applications typed on AIA Document G702-Most current adopted edition, "Application and Certificate for Payment", and Continuation Sheet G703-Most current adopted edition. ***Substitutions of this form will not be accepted.***
  - a. Line items and dollar values shall be from the schedule of values accepted by the **Project Manager**; refer to Division 1 schedule of values requirements.
  - b. Include names, categories of Work, and amounts for Sub-contractors.
  - c. Overhead and profit shall be a line item each month for the **General Contractor** and Subcontractor on their G703 sheets.
- D. Preparation of Application for Each Progress Payment: ***Substitutions of This Form will not be accepted.***

- a. Application Form (AIA Document G702- most current adopted edition, confirm with District):
  - i. Fill in required information, including that for Change Orders executed prior to the date submittal of application.
  - ii. Fill in summary of dollar values to agree with the respective totals indicated on the Continuation Sheets.
  - iii. Execute certification with the notarized signature of a person authorized to bind the contracting firm in such matters.
  
- b. Continuation Sheets (AIA Document G703 or most current edition):
  - i. Fill in total list of scheduled component items of Work, with item number and the schedule dollar value for each item.
  - ii. Fill in the dollar value in each column for each scheduled line item when Work has been performed or products stored as approved. Round off values to nearest dollar, unless otherwise specified for the schedule of values.
  - iii. At the end of the Continuation Sheets list each Change Order executed prior to the date of submission. List by Change Order number, description, and breakdown of costs as for an original component item of Work.
  
- c. Substantiating Data for Progress Payments:
  - i. When substantiating data are required, submit suitable information as specified in Division 1 progress payment procedure requirements with a cover letter identifying:
    - 1. Project
    - 2. Application number and date
    - 3. Detailed list of enclosures
  - ii. Submit one copy of data and cover letter for each copy of application.
  
- d. Preparation of Application for Final Payment:
  - i. Fill in application form as specified for progress payments.
  - ii. Use Continuation Sheets for presenting the final statement of accounting.
  - iii. Full unconditional lien releases.
  
- e. Submittal Procedure:
  - i. Submit Applications for Payment for review by District's Project Manager and certification to the Project Manager at the times stipulated in the Agreement.
  - ii. Number: Six copies of each application with original wet signature on each.

## 1.04 CHANGE ORDERS

- A. List all Approved Change Orders on AIA Document G702 – most current edition, confirm with District (in space provided).

- B. Backup data submitted with Applications for Payment may be used as basis for approving or rejecting costs submitted in Change Orders.

**PART 2 - PRODUCTS**

Not Used.

**PART 3 - EXECUTION**

Not Used

END OF SECTION

## 01 31 00 – PROJECT MANAGEMENT AND COORDINATION

### **PART 1 GENERAL**

#### **1.1 SECTION INCLUDES**

- (a) Coordination work with other contractors and subcontractors under administration of District's Representative.
- (b) Scheduled project meetings.

#### **1.2 RELATED SECTIONS**

- (c) Section 01 33 00 – Submittals
- (d) Section 01 32 16 - Construction Progress Schedule
- (e) Section 01 78 00 - Closeout Submittals

#### **1.3 DESCRIPTION**

- (f) Coordination of progress schedules, submittals, use of site, temporary utilities, construction facilities, and construction Work, with progress of Work of other contractors and subcontractors under instructions of District's Representative.

#### **1.4 PROJECT MEETINGS**

- (g) Project meetings to be held at times and locations as determined by District's Representative.
- (h) District's Representative will arrange project meetings and record and distribute minutes.

#### **1.5 CONSTRUCTION ORGANIZATION AND START-UP**

- (i) Within ten (10) working days after award of Contract, request a meeting of parties in contract to discuss and resolve administrative procedures and responsibilities.
- (j) Establish time and location of meetings and notify parties concerned minimum 5 days before meeting.
- (k) Agenda to include following:
  - a) Appointment of official representative of participants in Work.
  - b) Schedule of Work, progress scheduling in accordance with Section 01 32 16 - Construction Progress Schedule.
  - c) Schedule of submission of shop drawings, samples, color chips in accordance with Section 01 33 00 - Submittals.
  - d) Requirements for temporary facilities, site sign, offices, storage sheds, utilities, fences in accordance with Section 01 50 00 - Temporary Facilities and Controls.
  - e) Delivery schedule of specified equipment in accordance with Section 01 32 16 - Construction Progress Schedule.

- f) Site security in accordance with Section 01 50 00 - Temporary Facilities and Controls.
  - g) Proposed changes, change orders, procedures, approvals required, mark-up percentages permitted, time extensions, overtime, and administrative requirements.
  - h) Record drawings in accordance with Section 01 78 00 - Closeout Submittals.
  - i) Maintenance manuals in accordance with Section 01 78 00 - Closeout Submittals.
  - j) Monthly progress claims, administrative procedures, photographs, and holdbacks.
  - k) Insurances and transcript of policies.
- (l) Comply with District's Representative's allocation of mobilization areas of site; for field offices and sheds, for access, traffic, and parking facilities.
  - (m) During construction coordinate use of site and facilities through District's Representative's procedures for intra-project communications: Submittals, reports and records, schedules, coordination of drawings, recommendations, and resolution of ambiguities and conflicts.
  - (n) Comply with instructions of District's Representative for use of temporary utilities and construction facilities.

## **1.6 ON-SITE DOCUMENTS**

1. Maintain at job site, one copy each of the following:
  - a) Contract drawings.
  - b) Specifications.
  - c) Addenda.
  - d) Reviewed shop drawings.
  - e) List of outstanding shop drawings.
  - f) Change orders.
  - g) Other modifications to Contract.
  - h) Field test reports.
  - i) Copy of approved Work schedule.
  - j) Health and Safety Plan and other Safety related documents.
  - k) Manufacturers' installation and application instructions.
  - l) Labour conditions and wage schedules.
  - m) Other documents as specified.

## **1.7 SCHEDULES**

1. Submit preliminary construction progress schedule in accordance with Section 01 32 16 - Construction Progress Schedule to District's Representative. Schedule shall show anticipated progress stages and final completion of work within time period required by contract documents.

2. After review, revise and resubmit schedule to comply with project schedule requirements.
3. During progress of Work revise and resubmit at project progress meetings or as directed by District's Representative.

## **1.8 SUBMITTALS**

1. Submit submittals in accordance with Section 01 33 00.
2. Make submittal to District's Representative for review.
3. Submit requests for payment for review to District's Representative.
4. Submit requests for interpretation of Contract Documents, and obtain instructions through District's Representative.
5. Process change orders through District's Representative.
6. Deliver closeout submittals for review by District's Representative.

## **1.9 COORDINATION**

1. Coordinate construction operations included in various Sections of the Specifications to ensure efficient and orderly installation of each part of the Work.
2. Coordinate construction operations, included in different Sections that depend on each other for proper installation, connection and operation.
3. Schedule construction operations in sequence required to obtain the best results where installation of one part of the Work depends on installation of other components, before or after its own installation.
4. Coordinate scheduling and timing of required administrative procedures with other construction activities and activities of other contractors to avoid conflicts and to ensure orderly progress of the Work and completion within the specified Contract duration. Such administrative activities include, but are not limited to, the following:
  - a) Preparation of Contractor's Construction Schedule.
  - b) Installation and removal of temporary facilities and controls.
  - c) Delivery and processing of submittals.
  - d) Progress meetings.
  - e) Start-up, check-out, and final acceptance of systems.
  - f) Project closeout activities.
  - g) Protection of existing and new work.
5. Changes required in the Work of the Contract, caused by the Contractor's neglect to coordinate the work with others shall be made at the Contractor's own expense.

## **1.10 COORDINATION DRAWINGS**

1. Prepare coordination drawings according to requirements in individual Sections, and additionally where installation is not completely shown on Shop Drawings, where limited space availability necessitates coordination, or if coordination is

required to facilitate integration of products and materials fabricated or installed by more than one entity.

2. Contractor to submit to the District's Representative, in AutoCAD format, coordination drawings, drawn accurately to a scale large enough to indicate and resolve conflicts.
3. Indicate dimensions shown on the Drawings. Specifically note dimensions that appear to be in conflict with submitted equipment and minimum clearance requirements.
4. Minor dimension changes and difficult installations will not be considered changes to the Contract.
5. District's Representative will review coordination drawings to confirm that the Work is being coordinated, but not for the details of the coordination. If District's Representative determines that coordination drawings are not being prepared in sufficient scope or detail, or are otherwise deficient, District's Representative will so inform Contractor, who shall make changes as directed and resubmit.

#### **1.11 CLOSEOUT PROCEDURES**

1. Notify District's Representative when Work is considered ready for Substantial Performance.
2. Accompany District's Representative on preliminary inspection to determine items listed for completion or correction.
3. Comply with District's Representative's instructions for correction of items of Work listed in executed certificate of Substantial Performance and for access to District -occupied areas.
4. Notify District's Representative of instructions of items of Work determined in District's Representative's final inspection.

#### **PART 2 PRODUCTS (NOT APPLICABLE)**

#### **PART 3 EXECUTION (NOT APPLICABLE)**

END OF SECTION

## 01 31 19 – PROJECT MEETINGS

### PART 1 – GENERAL

#### 1.01 REQUIREMENTS INCLUDED

- A. The requirements of the **Owner's** General Conditions, and Division 0 and Division 1 general requirements apply to the work of this Section.
- B. **General Contractor** shall schedule and administer pre-construction meeting, periodic progress meetings, and specially called meetings throughout progress of the work, and will:
  - a. Prepare & distribute agenda to all participants 48 hours prior to scheduled meeting.
  - b. Distribute written notice of each meeting four days in advance of meeting date.
  - c. Make physical arrangements for meetings.
  - d. Preside at meetings.
  - e. Record the minutes; include significant proceedings and decisions.
  - f. Reproduce and distribute copies of minutes within two working days after each meeting and distribute to:
    - i. Participants in the meeting
    - ii. Parties affected by decisions made at meeting
    - iii. **Project Manager**
    - iv. **Engineer**
- C. Representatives of **General Contractor**, subcontractors and suppliers attending meetings shall be qualified and authorized to act on behalf of entity each represents.
- D. **Project Manager** and/or representative of **Engineer** shall attend meetings called by **Owner** to ascertain that Work is expedited consistent with Contract Documents and construction schedules.

#### 1.02 PRE-CONSTRUCTION MEETINGS

- A. Timing: Within 10 days after date of Notice to Proceed.
- B. Location: Central site, convenient for all parties, approved by **Project Manager**.
- C. Attendance:
  - a. **Owner** representatives.
  - b. Project **Engineer** and/or representatives and their professional consultants.
  - c. **General Contractor's** Superintendent, Project Manager and Foreman.
  - d. Major Subcontractors
  - e. Major suppliers
  - f. Others as appropriate
- D. Suggested Agenda:
  - a. Use of Premises:
    - i. Site access
    - ii. Site security

- iii. Utility hook-up point of connections (POC's)
  - iv. Site specific safety issues
  - v. Vehicular and pedestrian traffic
  - vi. Emergency vehicle access (ambulance and fire)
  - vii. Material delivery, staging/lay-down area(s)
  - viii. Noise, dust control and SWPPP requirements
  - ix. Other jurisdictional agency requirements
  - x. Hours of work
  - xi. Project signage
- b. Distribution of Project Directory including names, email addresses and phone numbers of all project participants.
  - c. Distribution of list of major subcontractors and suppliers
  - d. Project Construction Schedule
    - i. Timing of submission of Construction Schedule updates
    - ii. 3-week look-a-head schedule
  - e. Scheduling of subsequent **Owner/Engineer/General Contractor** meetings
  - f. Review of all forms of "change" documentation
    - i. Architect's Supplemental Instructions (ASI)
    - ii. Architect's Request for Clarification (ARC)
    - iii. Request for Information (RFI)
    - iv. Change Order (CO)
    - v. Construction Change Directive (CCD)
    - vi. Proposal Request (PR)
    - vii. Etc.
  - g. Review of all form templates included in Specifications
  - h. Submittal Cover Sheet
  - i. Pay Application
    - i. Level of detail expected in the Schedule of Values to be included with each Pay Application
    - ii. Timing for submission of "pencil draft" of Pay Application for preliminary review by Project Inspector, **Owner** Representative and **Engineer**
  - j. Project Coordination
    - i. Critical work sequencing
    - ii. Major equipment deliveries and priorities
    - iii. Designation of responsible personnel
  - k. Use of Newforma construction administration software
    - i. Document routing protocols
    - ii. Submittal and RFI processes
    - iii. Information exchange website

- I. Distribution of Contract Documents
- m. Procedures for maintaining Record Documents

### 1.03 PROGRESS MEETINGS AND SPECIALLY CALLED MEETINGS

- A. **General Contractor** shall schedule regular periodic meetings, weekly and as required.
- B. **Owner** or **Engineer** may/shall hold specially called meetings as required by progress of work.
- C. Location of meetings: Project field office of **General Contractor**; except as otherwise required.
- D. Special technical meetings: Meetings will be held prior to beginning work under various technical specifications:
  - a. Called by **Owner** and/or **Engineer** at their option
- E. Attendance:
  - a. **General Contractor's** project representative and job superintendent
  - b. Project **Engineer/Manager**, and their professional consultant as needed, at their option
  - c. Subcontractors as appropriate to agenda
  - d. Suppliers as appropriate to agenda
  - e. Others
- F. Suggested Agenda:
  - a. Review and approval of minutes of previous meeting
  - b. Review of work progress since previous meeting
  - c. Field observations, problems, conflicts
  - d. Problems which impede Construction Schedule
  - e. Review of off-site fabrication, delivery schedules
  - f. Corrective measures and procedures to regain projected schedule
  - g. Revisions to Construction Schedule
  - h. Progress, schedule, during succeeding work period
  - i. Coordination of schedules
  - j. Review submittal schedules; expedite as required
  - k. Maintenance of quality standards
  - l. Pending changes and substitutions
  - m. Review proposed changes for:
    - i. Effect on Construction Schedule and on completion date
    - ii. Effect on other contracts of Project
  - n. Other business
- G. **A project meeting shall be scheduled once a week.** Agreed dates/times by the **Project Manager** and **Contractor** shall be finalized during the pre-construction meeting or before the start of work.

**1.04 FINAL CLOSEOUT MEETING**

A. Refer to Division 1 for protection and cleaning requirements.

**PART 2 - PRODUCTS**

Not Used

**PART 3 - EXECUTION**

Not Used

END OF SECTION

## 01 32 16 – CONSTRUCTION PROGRESS SCHEDULE

### PART 1 – GENERAL

#### 1.01 SECTION INCLUDES

- A. Scheduling format.
- B. Submittals
- C. Four-week work plan
- D. Monthly progress status report.
- E. Review, updates, and revisions.
- F. Requests for time extensions.

#### 1.02 DEFINITIONS

- A. Baseline Schedule: The first schedule submitted by the Contractor and approved by the District's Representative.
- B. Progress Schedule: Subsequent schedules submitted by the Contractor and approved by the District's Representative that modify the Baseline Schedule.
- C. Contract Schedule: The Baseline Schedule and all subsequent Progress Schedules.

#### 1.03 MEASUREMENT AND PAYMENT

- A. Separate measurement or payment will not be made for work required under this Section. All costs in connection with the work specified herein will be considered to be included with the related item of work in the Bid Schedule of the Bid Form, or incidental to the Work.

#### 1.04 GENERAL

- A. Contract Schedules shall represent a practical plan to complete the Work within the Contract time(s) of completion indicated in Contract Specifications Section 01 11 00, Summary of the Work, and shall convey the Contractor's intent in the manner of prosecution and progress of the Work.
- B. The scheduling and execution of construction in accordance with the Contract Documents are the responsibility of the Contractor. The Contractor shall involve and coordinate all Subcontractors and material Suppliers in the development and updating of progress schedules.
- C. The submittal of the Contract Schedule shall be understood to be the Contractor's representation that the Contract Schedule meets the requirements of the Contract Documents.

## 1.05 SCHEDULING FORMAT

- A. The Contract Schedule shall be computer produced in the Critical Path Method (CPM) format. The schedule shall be computer produced utilizing project scheduling software such as Primavera, Microsoft Project, SureTrak, or other equivalent software as approved by the District's Representative.
- B. The Progress Schedule shall be updated monthly and submitted as indicated in Article 1.06, Submittals.
- C. The Contract Schedule shall show Contract tasks, percent complete, progress bars, baseline schedules, milestones, start and finish dates, and other breakdowns as required by the District's Representative. The Contract Schedule shall show clearly the sequence of activities and shall list specifically the following activities:
  - a. Interim milestone completion dates. Phasing and staging of the Work as specified shall be prominently identified.
  - b. Submittals and the District's Representative review of submittals.
  - c. District inspection of the Work, including Preliminary Final Inspection, Final
  - d. Inspection, punch list(s), and Acceptance.
  - e. Acquisition of permits.
  - f. Any long lead time (over 60 days) orders for material and equipment.
- D. Descriptions of scheduled activities shall include sufficient detail to identify the work that is to be accomplished.
  - a. The Contract Schedule shall contain sufficient activities to clearly show the sequence and interdependencies of the Work. The schedule shall be prepared in such a way that an activity or group of activities will correspond directly with the bid item breakdown and/or the breakdown of lump sum bid items. The District's Representative may request that additional activities be added.
  - b. Activity durations shall be expressed in whole days. Work that is to be performed by Subcontract shall be clearly defined.
  - c. Float suppression techniques, such as preferential sequencing (crew movement, equipment use, and form reuse), extended duration, imposed dates, scheduling of work
  - d. Critical Path operations are those activities with a total float equal to or less than zero.
  - e. Contract Schedules with negative total float may be found to be impractical by the District's Representative.
- E. A Contract Schedule showing that Work is completed in less than the completion time specified in Contract Specifications Section 01 11 00 may be found to be impractical by the District's Representative.
- F. A Contract Schedule showing that Work that is completed in less than the completion time specified in Contract Specifications Section 01 11 00, Summary of Work, that is found to be practical by the District's Representative, shall be considered to have Float. The Float shall be the time between the Scheduled Completion Date as indicated on the approved Contract Schedule and the Contract Completion Date, calculated by adding

the completion time specified in Contract Specifications Section 01 11 00, Summary of Work, to the Notice to Proceed date.

- G. Float shall not be for the exclusive benefit of either the District or the Contractor. Float shall be a resource available to both parties. Failure to meet the Scheduled Completion Date shall not mean delay, provided the Contract Completion Date is met. The District shall not be responsible for any damages, including the Contractor's extended overhead costs or early completion delay damages, related to the use of Float or failure to meet the Scheduled Completion Date.
- H. Compensable delay, for which liquidated damages or extended overhead may be assessed, shall mean failure to meet the Contract Completion Date or any dates specified in Contract Specifications Section 00 41 13, Liquidated Damages.
- I. The use of Negative Lag is not allowed. Positive Lag may be allowed subject to approval by the District's Representative.
- J. A schedule found to be impractical for the preceding reasons or any other reasons shall be revised by the Contractor and resubmitted.

#### 1.06 SUBMITTALS

- A. Refer to Section 01 33 00 - Submittal Procedures, for submittal requirements and procedures.

#### 1.07 FOUR-WEEK WORK PLAN

- A. A schedule in calendar time-scaled bar chart format depicting the Contractor's intended work activities for the upcoming four-week period shall be submitted on a weekly basis and shall be due on the first working day of each week. Each activity of one day or more in duration shall be indicated.
- B. Any deviations, such as sequences of work, timing, and durations of activities from the approved Contract Schedule, shall be noted and explained in writing.
- C. The Four-Week Work Plan shall be submitted on sheets not less than 8-1/2 inches by 11 inches, or as approved by the District's Representative.

#### 1.08 MONTHLY PROGRESS STATUS REPORT

- A. The Monthly Progress Status Report shall be a narrative report that describes work activities accomplished in the reporting period, intended work activities for the upcoming reporting period, problems and actions intended by the Contractor to mitigate the problems, work that is being performed out of sequence with approved schedules, status of Change Orders, Notices of Potential Claims, status of submittals, and status of Contractor procurement items.
- B. The Contractor shall submit the report format and obtain the District's Representative approval of the format.

- C. The Monthly Progress Status Report shall be submitted monthly on sheets no larger than 11 inches by 17 inches, nor any smaller than 8-1/2 inches by 11 inches.

#### 1.09 REVIEW, UPDATES, AND REVISIONS

- A. The District's Representative will review and return the Contractor's schedule submittals with written comments according to the following schedule from the date of receipt.
  - a. Contract Schedule: 10 calendar days
  - b. Four-Week Work Plan: 5 calendar days
- B. The Contractor shall make all corrections to the Contract Schedule requested by the District's Representative and resubmit the schedule for approval. If the Contractor does not agree with the District's Representative comments, the Contractor shall provide written notice of disagreement within five days from the receipt of the District's Representative comments. The District's Representative comments on the Four-Week Work Plan for which the Contractor disagrees shall be resolved in a meeting held for that purpose, if necessary.
- C. At least once each month, or as often as deemed necessary by the District's Representative, the Contractor shall submit a Progress Schedule showing the progress of the Work to date and anticipated activities to be worked on, and the Monthly Progress Status Report as specified in Article 1.07. The submittal of the Progress Schedule update and Monthly Progress Status Report shall be at least five days prior to the submittal of a payment invoice. No invoice will be accepted nor payment made if there is not an approved current update in place.
- D. If, according to the approved Contract Schedule, the Contractor is thirty or more days behind the Contract Completion Date or the completion date of any milestone indicated, considering all approved time extensions, the Contractor shall submit a revised schedule, showing a practical plan to complete the Work within the specified Contract completion time. The District may withhold progress payments until a revised schedule, acceptable to the District's Representative, is submitted by the Contractor.

#### 1.10 REQUESTS FOR TIME EXTENSIONS

- A. If the Contractor requests an extension of time for the completion of an interim milestone date or Contract Completion Date, the Contractor shall furnish necessary justification for such extension so that the District's Representative can determine whether or not the Contractor is entitled to an extension of time under the provisions of the Contract. Submission of proof based on revised activity logic, duration, and costs is obligatory to any approvals. The cost of such justification or subsequent schedule revisions shall be borne solely by the Contractor.
  - a. The schedule shall clearly display that the Contractor has used, in full, all the float time available for the work involved in its request.
  - b. The District's Representative determination as to the total number of days of Contract extension will be based upon the current approved Progress Schedule

for the time period in question, and all other relevant information. Actual delays in activities that, according to the schedule, do not affect the extended and predicted Contract completion dates as shown by the Critical Path, will not be the basis for a change to the Contract Completion Date.

- c. After receipt of such justification and supporting evidence, the District's Representative will review the facts and advise the Contractor in writing of the District's Representative decision. If the District's Representative determines that the Contractor is entitled to an extension of time to an interim milestone, the Contract Completion Date will remain the same, unless the District's Representative specifies another date. Any change to Contract milestones or to the Contract Completion Date will be made by Change Order.
- B. As part of each request for extension, a critical path showing all schedule logic revisions, duration changes, and cost changes for the work in question and its relationship to other activities on the current approved Progress Schedule for the time period in question shall be submitted.
- a. If the District's Representative has not yet made a full determination as to the amount of time extension to be granted and the parties are unable to agree as to the amount of extension to be reflected in the schedule, the Contractor shall reflect that amount of time extension in the Progress Schedule as may be determined to be appropriate by the District's Representative for such interim purpose. It is understood and agreed that such interim determination by the District's Representative for the purposes of this Article 1.10.B.1 will not be binding upon either party for any other purpose, and that, after the District's Representative has made a final determination as to any time extension, the Contractor shall revise the Progress Schedule in accordance with the final decision.

**PART 2 – PRODUCTS Not Used**

**PART 3 – EXECUTION Not Used**

END OF SECTION

## 01 33 00 – SUBMITTAL PROCEDURES

### PART 1 GENERAL

#### 1.01 REQUIREMENTS INCLUDED

- A. Submit documentation as required by the Contract Documents and as reasonably requested by the District's Representative to:
  - a. Record the products incorporated into the Project for the District.
  - b. Provide information for operation and maintenance of the Project.
  - c. Provide information for the administration of the Contract.
  - d. Allow the District's Representative advise the district if products proposed for the project by the Contractor conform, in general, to the design concepts of the Contract Documents.
  
- B. Contractor's responsibility for full compliance with the Contract Documents is not relieved by the District's Representative review of submittals. Contract modifications can only be approved by Change Order or Field Order.

#### 1.02 CONTRACTOR'S RESPONSIBILITIES

- A. Review and certify all submittals prior to submission.
  
- B. Determine and verify:
  - a. Field measurements
  - b. Field construction requirements
  - c. Location of all existing structures, utilities, and equipment related to the submittals
  - d. Submittals are complete for their intended purpose
  - e. Conflicts between the submittals related to the various Subcontractors and Suppliers have been resolved
  - f. Quantities and dimensions shown on the submittals
  
- C. Submit information per the procedures described in this section and the detailed specifications.
  
- D. Furnish the following submittals:
  - a. As specified in each Technical Specification.
  - b. Schedules, data, and other documentation as described in detail in this section or referenced in the General Conditions and Contract Documents.
  - c. Documentation required for the administration of the Contract.
  - d. Shop Drawings required for consideration of a contract modification.
  - e. Shop Drawings as specified in the project drawings.
  - f. Submittals as required in the detailed specifications.

- E. Submit a schedule indicating the date submittals will be sent to the District's Representative and proposed dates that the product will be incorporated into the project. Make submittals promptly in accordance with the schedule to cause no delay in the Project.
- F. Submit information for all of the components and related equipment required for a complete and operational system in the same submittal.
  - a. Include electrical, mechanical, and other information required to indicate how the various components of the system function.
  - b. Provide certifications, warranties, and written guarantees with the submittal package
  - c. for review when they are required.
  - d. Fabrications or installation of any products prior to the approval of Shop Drawings is done at the Contractor's risk. Products not meeting the requirements of Contract Documents are defective and may be rejected at the owner's option.
  - e. Payment will not be made for products for which submittals are required until the submittals have been received. Payment will not be made for products for which Shop Drawings or Samples are required until these are approved by the District's Representative.

### 1.03 QUALITY ASSURANCE

- A. Submit legible, accurate, complete documents presented in a clear, easily understood manner, Submittals not meeting these criteria will be returned without review.
- B. Demonstrate that the proposed products are in full and complete compliance with the design criteria and requirements of the Contract Documents including Drawings and Specifications as modifies by Addenda, Field Orders, and Change orders.
- C. Furnish and install products that fully comply with the information included in the submittal.

### 1.04 SUBMITTAL PROCEDURES

- A. Transmit all submittals with a properly completed Submittal Transmittal Form. Electronic submittals in PDF format are preferred.
  - a. Use a separate transmittal form for each specific product, class of material, and equipment system.
  - b. Submit items specified in different sections of the Specifications separately unless they are part of an integrated system.
- B. Submit documents with uniform markings.
  - a. Mark submittals to: District Representative
  - b. Highlight Contractor's corrections in green.
  - c. Highlight items pertinent to the products being furnished in yellow and delete items that are not when the Supplier's standard drawings or information sheets are provided.

- d. Mark dimensions with the prefix FD to indicate field verified dimensions on the Shop Drawings.
  - e. Define abbreviations and symbols used in Shop Drawings.
  - f. Use terms and symbols in Shop Drawings consistent with the Contract Drawings.
  - g. Provide a list of abbreviations and their meaning as used in the Ship Drawings.
  - h. Provide a legend for symbols used on Shop Drawings.
- C. Mark submittals to reference the Drawing number and/or section of the Specifications, detail designation, schedule or location that corresponds with the data submitted. Other identification may also be required, such as layout drawings or schedules to allow the reviewer to determine where a particular product is to be used.
- D. Deliver samples required by the Specifications to the project site. Provide a minimum of two samples.
- E. Construct mock-ups from the actual products to be used in construction per detailed Specifications.
- F. Submit color charts and Samples for every product requiring color, texture, or finish selection.

#### 1.04 REVIEW PROCEDURES

- A. Shop drawings are reviewed in the order received, unless Contractor request that a different priority be arranged.
- B. Mark a submittal as “priority” to place the review for this submittal ahead of submittals previously delivered. Priority submittals will be reviewed before other submittals for this Project which have been received but not reviewed. Use discretion in the use of “Priority” submittals as this may delay the review of submittals previously submitted. Revise the Schedule of Contractor’s Submittals for substantial deviations from the previous schedule.

#### 1.05 SUBMITTAL REQUIREMENTS

- A. Shop Drawings are required for those products that cannot adequately be described in the Contract Documents to allow fabrication, erection or installation of the product without additional detailed information from the Supplier.
- B. Shop Drawings are requested so that the District’s Representative can:
  - a. Assist the owner in selecting colors, textures or other aesthetic features.
  - b. Compare the proposed features of the product with the specified features so as to advise the Owner that the product does, in general, conform to the Contract Documents.

- c. Compare the performance features of the proposed product with those specified so as to advise the Owner that it appears that the product will meet the designed performance criteria.

#### 1.06 SUBMITTALS FOR EQUAL NON SPECIFIED PRODUCTS

- A. The products of the listed suppliers are to be furnished where detailed specifications list several manufacturers but do not specifically list “or equal” or “or approved equal” products.
- B. Contractor may submit other manufacturers’ products that are in full compliance with the specification where detailed specifications list one or more manufacturers followed by the phrase “or equal” or “or approved equal.”
  - a. Submit Shop Drawings of adequate detail to documents that the proposed product is equal or superior to the specified product.
  - b. Prove that the product is equal. It is not the District's Representative responsibility to prove the product is not equal.
    - i. Indicate on a point by point basis for each specified feature that the product is equal to the Contract Document requirements.
    - ii. Make a direct comparison with the specified manufacturer’s published data sheets and available information. Provide this printed material with the submittal.
    - iii. The decision of the District’s Representative regarding the acceptability of the proposed product is final.
  - c. Provide a typewritten certification that, in furnishing the proposed product as an equal, the Contractor:
    - i. Has thoroughly examined the proposed product and has determined that it is equal or superior in all respects to the product specified.
    - ii. Has determined that the product will perform in the same manner and result in the same process as the specified product.
    - iii. Will provide the same warranties and/or bonds as for the product specified.
    - iv. Will assume all responsibility to coordinate any modifications that may be necessary to incorporate the product into the construction and will waive all claims for additional Work which may be necessary to incorporate the product into the project which maybe subsequently become apparent.
    - v. Will maintain the same time schedule as for the specified product.
    - vi. A modification request is not required for any product that is in full compliance with the Contract Documents.

#### 1.07 SUBMITTALS FOR SUBSTITUTIONS

- A. Substitutions are defined as any product that the Contractor proposes to provide for the Project in lieu of the specified product.
- B. Submit the following for consideration of approval of a Supplier or product which is not specified:
  - a. Prove that the product is acceptable as a substitute. It is not the District's Representative responsibility to prove the product is not acceptable as a substitute.
  - b. Indicate on a point by point basis for each specified feature that the product is acceptable to meet the intent of the Contract Documents requirements.
  - c. Make a direct comparison with the specified Suppliers published data sheets and available information. Provide this printed material with the submittal.
- C. The decision of the District's Representative regarding the acceptability of the proposed substitute product is final.
- D. Will provide the same warranties and/or bonds for the substituted product as specified or as would be provided by the manufacturer of the specified product.
- E. Will assume all responsibility to coordinate any modifications that may be necessary to incorporate the substituted product into the project and will waive all claims for additional Work which may be necessary to incorporate the substituted product into the project which may subsequently become apparent.
- F. Will maintain the same time schedule as for the specified product.

#### 1.08 WARRANTIES AND GUARANTEES

- A. Submit warranties and guarantees required by the Contract Documents with the Shop Drawings or record data.
- B. Provide additional copies for equipment and include this additional copy in the Operation and Maintenance Manuals.
- C. Provide a separate manual for warranties and guarantees.
  - a. Provide a log of all products for which warranties or guarantees are provided, and for all equipment. Index the log by Specification section number on forms provided by the District's Representative.
  - b. Indicate the start date, warranty or guarantee period and the date upon which the warranty or guarantee expires for products or equipment for which a warranty or guarantee is required.

#### 1.09 RESUBMISSION REQUIREMENTS

- A. Make all corrections or changes in the submittals required by the District's Representative and resubmit until approved.
- B. For Shop Drawings:
  - a. Revise initial drawings or data and resubmit as specified for the original submittal.
  - b. Highlight in yellow those revisions which have been made in response to the first review by the District's Representative.
  - c. Highlight in blue any new revisions which have been made or additional details of information that has been added since the previous review by the District's Representative.
- C. For Samples:
  - a. Submit new Samples as required for the initial Sample.
  - b. Remove Samples which have been rejected
- D. For mock-ups:
  - a. Construct a new mock-up as initially required.
  - b. Dispose of mock-ups which have been rejected.
- E. Pay for excessive review of Shop Drawings.

#### 1.10 DISTRICT'S REPRESENTATIVE DUTIES

- A. Review the submittals and return with reasonable promptness.
- B. Affix stamp, indicate approval, rejection, and the need for resubmittal.
- C. Distribute documents.

#### **PART 2.00 PRODUCTS (NOT USED)**

#### **PART 3.00 EXECUTION (NOT USED)**

END OF SECTION

## 01 41 00 – REGULATORY REQUIREMENTS AND PERMITS

### PART 1 – GENERAL

#### 1.01 JURISDICTION AND PERMITTING AGENCY

- A. Newcastle Rocklin Gold Hill Cemetery District is the main permitting agency.
- B. Planning, Building and Improvement Permit
  - a. Project is self-permitted through the District.
  - b. Inspections will be required and conducted by the District or District Engineer.

#### 1.02 PRINCIPAL WORK IN THIS SECTION

- A. The requirements of the **District's** General Conditions, and Division 0 and Division 1 general requirements apply to the work of this Section.
- B. This section and related attachments are for general use and specific use as herein indicated, as herein specified and as necessary to complete the work required by project conditions, including but not limited to:
  - a. References to;
    - i. Building Codes and Regulations
  - b. All construction shall be in accordance with:
    - i. All applicable codes & all local regulations & local agencies having jurisdiction.
    - ii. The Americans with Disabilities Act
    - iii. State and Federal Regulations and Agencies having jurisdiction
- C. The **General Contractor** shall obtain and maintain at the project site a copy of the referenced codes as deemed necessary to complete the work.

#### 1.03 REFERENCE STANDARDS

- A. 2016 California Code of Regulations (CCR), Title 24, California Building Standards Commission.
- B. Caltrans Standard Drawings and Specifications, current edition.
- C. City of Rocklin Standard Drawings and Specifications, current edition.

#### 1.04 DATES OF CODES

- A. Except where a specific date of issue is mentioned herein, references to specifications issued by the above named and other organizations shall mean the edition current on the date of the issuance of project permit.

#### 1.05 MISCELLANEOUS REQUIREMENTS

##### B. OSHA Requirements

- a. **General Contractor** must comply with all standards and requirements of the occupational safety and health administration.
  - i. Notify **District** immediately of items not complying.

#### PART 2 - PRODUCTS

Not used

#### PART 3 - EXECUTION

Not used

END OF SECTION

## 01 56 39 - TEMPORARY TREE AND PLANT PROTECTION

### PART 1 - GENERAL

#### 1.01 DESCRIPTION

- A. Work Included:
1. **Fence all trees at drip line within a limits of the project scope of work.**
  2. Protection of trees and other plants that are scheduled to remain. Contractor shall avoid injury or damage resulting from the Contractor's operations, including:
    - a. Cutting, breaking, or skinning of roots, trunks, or branches.
    - b. Smothering or soil compaction by stockpiled materials, excavated materials, foot or vehicular traffic within the dripline.
    - c. Desiccation due to interruption of existing irrigation schedule.
  3. Irrigation as directed or as required to maintain the health of trees and other plants to remain, where existing irrigation of such plants is shut down for the work of this Contract.
  4. Restoration of existing landscape. Repair and/or replacement of trees and other plants damaged during the construction operation shall be at the Contractor's expense and to the Owner's satisfaction. Repair and/or replacement of any irrigation systems damaged or removed during the construction operation shall similarly be at the Contractor's expense and to the Owner's satisfaction.
- B. Related Work: Consult all other applicable Sections. Coordinate installation with the work of other trades and with tree removal, pruning, and tying work by Owner.

#### 1.02 QUALITY ASSURANCE

- A. Before beginning work, Contractor shall meet with the Owner's Representative at the site to review all work procedures, access routes, storage areas, and tree protection measures.
- B. Contractor shall notify Owner's Representative when installation of protective fencing and mulch is complete and shall not proceed with site work until such installation is approved by Owner's Representative.
- C. Contractor shall keep Owner's Representative informed of the work schedule, so that Owner's Representative may be on hand to observe the work and give direction regarding tree protection during the course of the work.

### **1.03 SCHEDULING**

- A. Coordinate work schedule with tree work by Owner so that tree removal, pruning, and tying back of branches are complete before site work begins, and so that tree branches are tied back for the minimum amount of time necessary for the protection of the tree.
- B. Install protective fencing and mulch before starting site work.

### **1.04 GUARANTEE**

- A. If a tree to remain is destroyed, or damaged so that in the judgment of the Owner's Representative it should be replaced, it shall be removed at Contractor's expense. Except as provided below, back charges will be assessed at the rate of \$75 per inch of circumference at 12 inches above grade for trees with a diameter of 8 inches or less and at D.B.H. (Diameter at Breast Height) for diameters greater than 8 inches. For a tree designated as of special significance, the amount of back charges may be increased to a maximum of \$5,000 at the discretion of the Owner.
- B. If a shrub to remain is destroyed, or damaged so that in the judgment of the Owner's Representative it should be replaced, it shall be removed at the Contractor's expense. Back charges will be assessed at the rate of \$25 per shrub.
- C. If irrigated groundcover to remain is destroyed, or damaged so that in the judgment of the Owner's Representative it should be replaced, it shall be removed at the Contractor's expense. Unless shown or specified otherwise, back charges will be assessed at the rate of \$0.75 per square foot of groundcover area.
- D. If irrigated turf to remain is destroyed, or damaged so that in the judgment of the Owner's Representative it should be replaced, it shall be removed at the Contractor's expense. Unless shown or specified otherwise, back charges will be assessed at the rate of \$1.25 per square foot of turf area.

## **PART 2 - PRODUCTS**

### **2.01 TREE PROTECTION MATERIALS**

- A. Barricade Fence:
  - 1. Fabric: Chainlink-type fencing and/or snow fence – minimum 4 feet high.
- B. Anti-desiccant: Manufactured for use on plants. Provide evidence that material can be used on specified trees. Do not use anti-desiccant without approval of Owner's Representative.

- C. Untreated burlap.
- D. Black plastic sheets.
- E. Wood chips.

## **PART 3 - EXECUTION**

### **3.01 GENERAL**

- A. Protect existing trees from damage or injury.
- B. Permit no storage, disposal, fires or stockpiling within dripline. Permit no traffic within dripline without prior approval by Owner's Representative.
- C. No materials, equipment, spoil, or waste or washout water may be deposited, stored, or parked within dripline.
- D. Prevent puddling or continuous running water within dripline.
- E. If directed to do so, install silt fences, water diversion structures, or other erosion control devices to prevent siltation or erosion within the dripline of trees to remain.
- F. Maintain fire-safe areas around trees to remain. Permit no heat sources, flames, ignition sources, or smoking near mulch or trees.
- G. Herbicides placed under paving materials shall be safe for use around trees and labeled for that use. Pesticides used on site shall be safe for use around trees and not easily transported by water.
- H. Work within dripline of trees to remain shall be as directed by Owner's Representative. Earth surface within dripline shall not be changed except as shown or specified or as directed by Owner's Representative. Trenching, grading or excavation to below depth of root zone, within dripline, shall be done by hand. Excavation within dripline below root zone may be done by means other than by hand if approved by Owner's Representative. Roots encountered that are less than 1-inch in diameter shall be cut cleanly with a sharp saw, vibrating knife, or other approved root pruning equipment. Roots shall not be pulled, jerked, or lifted. Any roots damaged during the course of the work shall be exposed to sound tissue and cut cleanly with approved root-pruning equipment. Roots larger than 1-inch that are in the way of the new utility may be cut with the approval of the Owner's Representative in consultation with the Owner's Grounds Department. Roots larger than 1-inch that are not in the way of the utility shall be protected as noted in Item I below.
- I. Do not allow exposed roots to dry out before permanent backfill is placed. Protect exposed roots with 4 layers of wet untreated burlap and a top layer of black plastic anchored in place. Keep burlap moist until placement of backfill. Remove burlap and plastic at time of backfilling.

- J. Exercise extreme care in removing concrete or asphalt within dripline. Paving pieces shall be lifted rather than dragged. Protect surface roots immediately with 4-inch layer of chipped mulch.
- K. Where vehicles or equipment must operate or travel in unpaved landscape areas, Contractor shall place a minimum 10-inch layer of wood chips over the work area before starting work there. This mulch layer shall be replenished as necessary to maintain a ten-inch depth until operations in the area are complete. Contractor shall remove mulch upon completion of the work, unless directed otherwise. Where crane outriggers or other heavy equipment must be positioned in unpaved landscape areas, contractor shall provide additional protection against soil compaction and landscape damage. Means of providing such additional protection may include the placement of base rock and heavy timbers beneath heavy equipment. Contractor shall obtain approval of Owner's Representative for protective measures before placing or operating heavy equipment in unpaved landscape areas.
- L. Where vehicles or equipment must operate or travel over paved areas located within the dripline or over the root area of trees to remain, Contractor shall place a minimum ten (10) inch depth of mulch over the work area until operations there are complete and shall remove mulch upon completion of the work. Where crane outriggers or other heavy equipment must be positioned in paved areas located within the dripline or over the root area of trees to remain, Contractor shall provide additional protection against soil compaction and paving damage. Means of providing such additional protection may include the placement of additional mulch and steel plates beneath heavy equipment. Contractor shall obtain approval of Owner's Representative for protective measures before placing or operating heavy equipment over the root area of trees to remain.
- M. Pruning of trees and tying back of branches shall be by Owner. Contractor shall identify access and clearance requirements for operation of equipment and shall inform Owner's Representative of these requirements at the pre-work site visit specified herein. Contractor shall coordinate work schedule with tree work by Owner and shall not begin work until tree work by Owner is complete. If additional requirements for pruning, tying of branches or vegetation removal arise during the course of the work, Contractor shall inform Owner's Representative immediately.
- N. Any damage to trees due to Contractor's operations shall be reported to Owner's Representative immediately so that remedial action can be taken. Timeliness is critical to tree health.
- O. Cemetery to locate, cut & cap all existing irrigation piping within construction site areas.
- P. Contractor shall include an allowance of \$2,500 for tree trimming.

### 3.02 BARRICADES

- A. Install protective fencing around trees to remain, as directed by Owner's Representative.
- B. Locate fence at dripline unless directed otherwise by Owner's Representative.
- C. Locate roots before setting posts. Prevent damage to roots.
- D. Space posts approximately 8- feet apart and securely attach fabric.
- E. Protective fencing shall be plumb, taut, and sturdy.
- F. Repair sagging or damaged protective fencing immediately. Remove protective fencing upon completion of work.

### 3.03 IRRIGATION

- A. As directed by Owner's Representative. The need for irrigation will be determined by the Owner's Representative based on weather and soil conditions and the length of time that existing irrigation will be interrupted by the work.
- B. Each irrigation shall wet the soil to the following depths:

<u>Area</u>	<u>Wetted Soil Depth</u>
Within dripline of tree to remain:	36 inches
Not within dripline of tree to remain:	
Shrub planting	12 inches
Groundcover planting	6 inches
Turf	6 inches

### 3.04 LANDSCAPE REPAIR

- A. Contractor shall repair any damage to the existing irrigation system caused by the work and replace any portion of the existing irrigation system that is removed as a result of the work.
- B. Contractor shall restore the site to existing grade except where shown or specified otherwise.
- C. Except where shown or specified otherwise, any existing lawn area disturbed by the work shall be restored to existing grade and revegetated with sod of approved species.
- D. Except where shown or specified otherwise, any existing groundcover area disturbed by the work shall be restored to existing grade and replanted with the same plants as those removed.

END OF SECTION

## 01 57 00 – STORM WATER POLLUTION PREVENTION

### PART 1 — GENERAL

#### 1.01 BACKGROUND

- A. Storm drains discharge directly to creeks and the waterway without treatment. Discharge of pollutants (any substance, material, or waste other than uncontaminated storm water) from this project into the storm drain system is strictly prohibited by the California Regional Water Quality Control Board's (RWQCB) Water Quality Control Plan.

#### 1.02 GENERAL CONTRACTOR SCOPE

- A. Provide all material, labor, equipment, for installation, implementation, and maintenance of all surface-water pollution prevention measures throughout the full extent of the project.
- B. This work includes the following:
  - 1. Furnishing, placing, and installing effective measures for preventing erosion and runoff of soil, silts, gravel, hazardous chemicals or other materials prohibited by the Sacramento Region Water Quality Control Board from entering the storm water drainage system.
  - 2. Management of on-site construction materials and non-storm water in such a manner as to prevent said materials from contacting storm water or wash water and running off into the storm drain system.
  - 3. Complying with applicable standards and regulations per Paragraph 1.03.
  - 4. If part of the project, include post-construction storm water pollution prevention structures in the storm water pollution prevention plan, Contractor shall use construction drawings as the reference for post-construction BMPs.
- C. Specifications Included By Reference:
  - 1. Site Clearing, Section 31 10 00
  - 2. Trench Excavation and Backfill, Section 31 23 33
  - 3. De-Watering, Section 31 23 19
- C. In this section, the term "storm drain system" shall include permanent storm water treatment areas and devices, storm water conduits, storm drain inlets and other storm drain structures, street gutters, channels, watercourses, creeks and lakes.

- D. Contractor shall have storm drain pollution prevention measures in place and follow this specification during the rainy season (October 15 through May 15) and anytime rain is predicted in the Placer County area. It is the responsibility of the Contractor to be prepared for a rain event in the non-rainy season, and to be aware of weather predictions. The Owner is not responsible for informing the contractor of rain predictions.
- E. Contractor shall not allow any non-storm water to enter the storm drain system. Non-storm water includes domestic supply water used to wash streets, painting and drywall equipment, tools, equipment, or vehicles.

### 1.03 REGULATIONS AND STANDARDS

- A. Contractor shall comply with the following applicable regulations:
  - 1. Clean Water Act, United States Environmental Protection Agency, and Porter-Cologne Clean Water Act, State of California. National Pollutant Discharge Elimination System (NPDES), General Permit for Storm Water Discharges associated with Construction and Land Disturbance Activities, Order No. 2009-0009-DWQ
  - 2. “Central Valley (Region 5) Water Quality Control Plan” (Basin Plan), California Regional Water Quality Control Board, latest Edition.
  - 3. Local Governing Agency requirements.
- B. Contractor shall comply with the following standards and guidelines on storm drain pollution prevention:
  - 1. CALTRANS Storm Water Quality Handbooks: Construction Site Best Management Practices (BMP’s) Manual, Latest Edition.
  - 2. California Storm Water Quality Association (CSWQA) Storm Water Best Management Practice Handbook Portal: Construction November 2009 (Available on CSWQA website only)

### 1.04 SUBMITTALS/DELIVERABLES

- 1. **The Contractor to submit to District for approval an Erosion Control Plan with BMP’s required during construction if construction occurs after Oct 1 and before April 15. Cost associated with the plan shall be considered included in the base bid for the project and no additional compensation will be allowed.**

### 1.05 ENVIRONMENTAL ENFORCEMENT

The RWQCB and the local governing agency have the authority to enforce, through codified regulations, any portions of this Section that if not implemented may violate applicable regulations. Agency enforcement may include but is not limited to: citations, orders to abate, bills for cleanup costs and administration, civil suits, and/or criminal charges.

## **PART 2.0 — MATERIALS**

### **2.01 GENERAL**

- A. Provide materials as required for execution of the work.

## **PART 3.0 — EXECUTION**

For each applicable sub-parts below, the contractor shall delineate on the site map BMP locations and provide a detailed description in the plan for pollution prevention structures or methods that will be constructed, implemented and maintained on site.

### **3.01 STORMWATER DRAINAGE PATTERNS AND GRADED SLOPES**

- A. Drainage patterns shall be shown on the site map. Drainage patterns that are modified during the construction of the project should be clearly shown on the site map. All slopes should indicate grading ratio and flow direction.

### **3.02 SURFACE WATER LOCATIONS**

- A. All surface water locations shall be clearly delineated on the site map. Surface water bodies include: oceans, lakes, rivers, creeks or streams, ponds, springs and wet lands. Include intermittent or seasonal surface water bodies. Estimate the storm water flow onto the site, assuming a 10 year 6-hour rain event. Estimate the volume of water the site would contain in trenches, excavations, pier holes, or pits for the different phases of work.

### **3.03 AREAS OF EXISTING VEGETATION**

- A. Contractor shall protect existing vegetation that is to be preserved on the site from mechanical or other injury during the project. Areas of existing vegetation shall be clearly delineated on the site map.

### **3.04 AREAS OF DISTURBED SOIL**

- A. Contractor shall clearly identify on the site map all areas of soil disturbance. These areas shall include soil removal or augmentation, such as holes, pits, excavations, trenches, berms, slopes, fill, and imported top soil.

### **3.05 EXISTING AND PLANNED PAVED AREAS AND BUILDINGS**

- A. Areas that are covered by concrete, asphalt, or other permanent coverage of the soil shall be clearly delineated on the site map. Imprints of buildings shall also be indicated whether they are permanent or temporary.

### **3.06 DUST-SUPPRESION-WATER MANAGEMENT**

- A. Contractor shall use best available dust suppression equipment and methods to control dust so that the dust does not cause discomfort or nuisance to occupants

of the project site neighboring property. Contractor shall control dust suppression water so that it is effective in controlling dust, but does not enter the storm drain system. Contractor shall describe their dust suppression water management methods in this plan.

### 3.07 FIRE HYDRANT PROTECTION

- A. Contractor shall protect fire hydrants on and near the project site from damage. If the project personnel cause damage that results in a release of fire suppression water, the Contractor shall implement the procedures described in subpart 3.20.

### 3.08 DE-WATERING AND SEDIMENT MANAGEMENT

- A. If stormwater or groundwater in site excavations or drilled holes, (e.g., trenches, pits, pier holes, footings), needs to be removed, it shall be made clean by filtering, settling, or other method capable of removing solids and suspended particles from this water prior to discharge to the storm drain system. The Contractor shall ensure that this discharge complies with all applicable provisions of the Basin Plan (see Paragraph 1.01 of this Section).
- B. If excavation water is domestic supply water, or the water is contaminated with a hazardous substance, then the contractor shall dispose of according to guidance from the Owner. For disposal authorization, the contractor shall contact the Owner to determine the discharge requirement. The Owner will work with the Office of Environment, Health & Safety (EH&S) who will establish the discharge requirements.

**If the Contractor suspects the presence of contaminated groundwater, or domestic supply water, the Contractor shall immediately notify Owner representative. The Contractor shall not attempt to pump out or treat any material suspected of containing a hazardous material or petroleum product.**

### 3.09 DESCRIPTION OF EROSION AND SEDIMENT CONTROL MEASURES

- A. Provide a description of erosion and sediment control measures that will be used on the site, and correlate the description with the site map (may be listed on the map in a comments section). Areas requiring erosion control measures are exposed soil, such as soil piles, bare soil, sloped soil, and any area of disturbed soil. Erosion control measures include paving, tarp placement, soil blankets, mulching, seeding, hydro-mulching, the use of straw wattles, and spreading straw. Sediment control measures include drain inlet protection, filter fabric, geotextile silt fencing, gravel placement, gravel or sandbag placement, sediment settling tanks, and straw wattle placement. This list is not all inclusive and the contractor should refer to the resources listed in Paragraph 1.03 of this Section. Both erosion and sediment control practices are designed to be implemented as an integrated system of pollution control. Without erosion controls, sediment controls are easily overwhelmed and will not prevent pollution.

### **3.10 ON-SITE SOILS MOVEMENT AND STORAGE**

- A. The Contractor shall describe and implement proven methods to prevent erosion from soils stored on site.

### **3.11 SITE INGRESS AND EGRESS MANAGEMENT MUD TRACKING PREVENTION**

- A. The Contractor shall ensure that mud is not tracked from the site onto public or campus roads. Contractor shall select the most appropriate BMP to accomplish this requirement.

### **3.12 STORM DRAIN INLET PROTECTION**

- A. The Contractor shall protect storm drain inlets from receiving sediment, hazardous chemicals, gasoline, diesel, oil or grease, trash, debris or other pollutants from the construction site.

### **3.13 CONSTRUCTION MATERIALS STORAGE**

- A. Storage and exposure of raw materials, byproducts, finished products, and hazardous materials containers shall be controlled as described below:
  1. All construction materials shall be stored at least ten feet away from storm drain system inlets, catch basins, and curb returns.
  2. The Contractor shall not allow any material to enter the storm drain system.
  3. At the end of each working day, the Contractor shall collect and prepare for disposal all scrap, debris, and waste material generated by project activities.
  4. During wet weather or when rain is in the forecast, the Contractor shall store materials, (that can flow or be transported by storm water), inside a building or under a secured waterproof covering to prevent accidental release to the storm drain system. Examples: use sealed debris bins in rainy weather; store fuel containers out of the weather; cover soil, sand, or debris piles with tarps.
  5. The Contractor is responsible for ensuring that storage and disposal of all hazardous materials brought on site for this project (e.g., coatings, thinners, solvents, and fuels), and all hazardous waste generated during project activities (e.g., waste oil) is in compliance with all applicable federal, state, and local standards and requirements.
  6. Liquid materials shall be stored in secondary containment. The containment shall be designed to hold at least 110% of the volume of the largest stored container.

### **3.14 CONCRETE, MORTAR, SAWCUTTING**

- A. For concrete or mortar application to be performed on site (if any), the Contractor shall comply with the following provisions:

1. Washing sweepings of exposed aggregate concrete into the street or storm drain system [as defined in paragraph 1.02 (C)] is prohibited. Collect and return sweepings to aggregate base stockpile, or dispose of as construction debris.
2. Do not wash out concrete trucks and equipment into the storm drain system. Whenever possible, perform washout of concrete trucks (if any) and equipment off-site where discharge is controlled.
3. If on-site washout of trucks and equipment is necessary, then the Contractor shall comply with the following procedures:
  - a. Locate washout area at least 50 feet from storm drains, open ditches or water bodies, preferably in a dirt area.
  - b. Do not allow storm water run-off from the washout area.
  - c. Construct a temporary pit or bermed area large enough to contain the wash-water and surplus concrete waste.
  - d. Wash out concrete waste into the temporary pit where the concrete can set, be broken up, and then disposed of as construction debris. If the volume of water is greater than what will allow concrete to set, allow the wash water to concentrate and/or evaporate, if possible. Otherwise, allow water to settle before filtering it, and then pump to the sanitary sewer (as long as the pH is less than hazardous waste limit of 12.5).
4. Wash-water from tools used for mixing mortar, in sheet rock work, plaster, drywall, mortar work or similar work shall be settled before disposal to the sanitary sewer. Solids shall be disposed to the debris bin. This wash-water is prohibited from stormwater discharge.
5. Concrete sawing or drill cutting lubricating/cooling water or shall be collected using a wet-vacuum. The lubricating/cooling water shall be settled before disposal to the sanitary sewer. Solids shall be disposed to the debris bin. This lubricant/cooling water is prohibited from stormwater discharge.

### **3.15 SANITARY SEWER DISCHARGE POINT IDENTIFICATION**

- A. If the Contractor will be disposing of water from a settling operation, or any other water approved by the local Sanitation Agency for disposal, the Contractor will verify with that agency the manhole used for disposal is a sanitary sewer and not a storm drain. (Note: Do not assume that a manhole is a sanitary sewer, even if the words "sanitary sewer" are embossed on it. Sometimes utility maps and manhole cover designations are incorrect.)

### **3.16 FUELING, WASHING AND EQUIPMENT CLEANING**

- A. The Contractor shall not perform vehicle cleaning on site, unless a properly designed wash area prevents run-off from entering the storm drain system. Domestic water supply is prohibited from entering the storm drain because it

contains chloramines. It can go to the sanitary sewer if the sediment is allowed to settle before discharge and it meets the standards of the local sanitary sewer agency.

- B. If fueling must occur on-site, use designated areas away from drainage. Locate on-site fuel storage tanks within a bermed area designed to hold the tank volume. The area should be covered so that rain water will not get into the bermed area. The bermed area shall be lined so that leaks, spills or drips will not contaminate the soil. Use secondary containment while fueling or changing fluids to catch drips or small spills.
- C. The Contractor shall dispose of wash water from the cleaning of non-hazardous water-based coating equipment (such as latex paints or drywall compounds) and tools to the sanitary sewer. Unused latex paint, oil based paint, used or new paint thinner and solvents are prohibited from disposal to the sanitary sewer and the storm drain system. The Contractor shall dispose of these wastes in accordance with federal, state, and local hazardous waste and solid waste regulations.

### **3.17 BUILDING WASH OR HYDRO-BLASTING WATER MANAGEMENT**

- A. Construct a containment system to eliminate wash-water from draining to the storm drain or the sanitary sewer system.
- B. Pour, pump or drain the wash-water into a containment tank.
- C. Use a filter system (e.g., cartridge filters) to remove suspended paint solids. Use settling methods to minimize the amount of solids entering the filter system. This will prevent filter saturation.
- D. Sample the filtered water before it is discharge to the sanitary sewer. Have the sample analyzed for the 13 priority pollutant metals (antimony, arsenic, beryllium, cadmium, chromium, copper, lead, mercury, nickel, selenium, silver, thallium, zinc) and any other chemicals of concern that could be present to determine whether or not the water is suitable for sanitary sewer discharge. Send a copy of the analytical results to the local Sanitation Agency for disposal method determination.

### **3.18 INSPECTION, MONITORING AND MAINTANCE OF POLLUTION CONTROL SYSTEMS**

- A. Inspect the site before, after, storm events, or during a 24-hour storm event. Inspections shall be done during the storm water observation period (October 15 through April 15) to ensure that storm drain pollution prevention controls are in place. Provide documentation of these inspections, and improvements or modifications of the control systems. Contractor shall designate an inspector and list the name of the inspector in the list of contacts page as described in subpart 1.04(A)(1)(c). The owner will conduct periodic inspections of the site to verify adequacy of storm drain pollution prevention controls and compliance with applicable regulations and standards as stated in subpart 1.03(A).

### 3.19 SPILL PREVENTION AND CONTROL

The Contractor shall take precautions to prevent accidental spills of pollutants, including hazardous materials brought onsite by the Contractor. However, in the event of a spill, the Contractor shall be held responsible for the following:

- A. Immediately contain and prevent leaks and spills of prohibited pollutants from entering the storm drain system. Clean up the spill and label the container. Store the container in a safe place and contact the Owner to arrange disposal of the waste. The Contractor shall keep a spill kit on site at all times for this purpose.
- B. Contractor shall comply with all federal, state, and local hazardous waste requirements and ensure that no spilled materials are washed into the stormwater or non-stormwater systems.
- C. **Report any hazardous or unknown material spills immediately to the Owner.**

The Contractor is responsible for ensuring that its employees and subcontractors (if any) working on site are aware of the location of a phone nearest the project site.

### 3.20 WATER MAIN AND SANITARY SEWER LINE BREAK CONTINGENCY PLAN

- A. If working on or near a water main line or sanitary sewer line, the Contractor shall have a written emergency response plan that states procedures for responding to a break and release of supply water to the storm drain system. The Contractor shall meet the following requirements:
  - 1. Water Main Work
    - a. Determine the direction of water flow if the main were to break.
    - b. Build a containment berm between the work area and the storm drain inlet(s) that the water would flow into. Make the containment structure large enough to hold the water so that it can be pumped to a sanitary sewer.
    - c. Build this containment structure before digging.
    - d. If there is a water main break, pump the water that collects in the containment structure to a sanitary sewer.
    - e. If the containment fails, prevent chlorinated water from entering the storm drain system by placing dechlorination sodium sulfite tablets in the sewage.
    - f. Put in place, before digging, sediment control structures upstream of drain inlets and at drain inlets.
    - g. If a break occurs contact the Owner and the local Water District immediately.

## 2. Sanitary Sewer Line Work

This sub-part applies only to Contractors that are hired to work on sanitary sewer lines and are trained to work near sewage.

- a. Determine where the sewage will flow if the work could cause a blockage.
- b. Build a containment structure between the work area and the storm drain inlet(s) that the sewage water would flow into. Make the containment structure large enough to hold the sewage flow so that it can be pumped to a sanitary sewer.
- c. Build the containment before working on the sewer line. Put in place, before digging, solids (toilet paper, etc.) control structures upstream of drain inlets and at drain inlets.
- d. If a sewage blockage occurs, pump it to a sanitary sewer, and do not allow it to flow into the storm drain system.
- e. If the containment fails, prevent chlorinated water from entering the storm drain system by placing dechlorination sodium sulfite tablets in the sewage.
- f. If a sewage blockage or spill occurs contact the Owner and local Sanitation Agency immediately.

## 3. Excavation Work

This Paragraph applies to Contractors that excavate in the vicinity of sanitary sewer lines and cause or discover a sewage spill, leak or blockage.

- a. Immediately notify the Owner and local Sanitation Agency immediately.

### 3.21 HOUSE KEEPING PRACTICE

The Contractor shall implement the following applicable good housekeeping practices:

- Store materials that have the potential to be transported to the storm drain system by storm runoff or spillage away from areas of heavy traffic and under cover in a contained area or in sealed waterproof containers.
- Use tarps on the ground to collect fallen debris or splatters that could contribute to storm water pollution.
- Secure opened bags of powdered materials (if any) that could contribute to storm water pollution and visible dust emissions.
- Pick up litter, construction debris, and other waste generated by project activities daily from adjacent areas, including the sidewalk area, gutter, street pavement, and storm drains impacted by the project. All wastes shall be stored in covered containers, disposed of, or recycled immediately.
- Clean sidewalks, driveways, or other paved areas within the construction site to eliminate or prevent mud-tracking conditions. Vacuuming, power sweeping, or manual sweeping is acceptable. Dispose of sweepings in a place that will not pollute the storm drain system. Domestic water may be used but it shall be contained and directed to landscapes or the sanitary

sewer. The discharge of wash-water to the storm drain system is prohibited.

- Inspect vehicles and equipment arriving on-site for leaking fluids, and promptly repair leaking vehicles and equipment. Use drip pans to catch leaks until repairs are made.
- Avoid spills by handling materials carefully. Keep a stockpile of appropriate spill clean-up materials, such as rags or absorbent materials, readily accessible on site. Clean up all spills of materials brought on site for project activities according to Sub-part 3.19.
- Train employees regularly on good housekeeping practices and procedures. Assign responsibility to specific employees for inspecting good housekeeping, and responding to spills.

### **3.22 POST-CONSTRUCTION STORMWATER RUN-OFF CONTROL MEASURES**

- A. All permanent structural and nonstructural control measures that are planned for the project to control pollutants in stormwater discharges after construction is completed shall be delineated on a site map. These controls shall be part of the design of the project and included in the architectural drawings. Post-construction BMPs include, but are not limited to:
  - 1. Minimization of land disturbance
  - 2. Minimization of impervious surfaces
  - 3. Treatment of stormwater run-off using infiltration
  - 4. Water detention/retention
  - 5. Bio-filter BMPs
  - 6. Efficient irrigation systems
  - 7. Ensuring that interior building drains and trash enclosures are tied to the sanitary sewer system, and not the stormdrain system
  - 8. Appropriately designed and constructed energy dissipation devices
- B. Post construction BMPs must be consistent with all local post-construction stormwater management requirements, policies and guidelines.
- C. Contractor shall paint new catch basins, constructed as part of the this project, with “No Dumping – Drains To The Bay”.
- D. Contractor shall provide operation and maintenance manuals for post-construction stormwater management controls installed as part of this project. Funding for the operation and maintenance of the BMPs will be identified by the PM, and included in the manuals by the contractor.
- E. Contractor shall refer to construction drawings for post-construction BMPs and include them in the proposed storm water erosion control plan.

### **3.23 PERSONNEL TRAINING**

- A. The Contractor shall train its employees working on the site on the requirements contained in this Section. The Contractor shall document this training in writing. University representatives for the site will request to see the training materials and records at the onset of work.
- B. The Contractor shall inform all subcontractors (if any) of the water pollution prevention requirements contained in this specification and include appropriate sub-contract provisions to ensure that these requirements are met.

END OF SECTION

## 01 71 23 – FIELD ENGINEERING AND SURVEYING

### PART 1 GENERAL

#### 1.01 SECTION INCLUDES

- A. It shall be the responsibility of contractor to provide construction staking for horizontal and vertical alignment of the centerline, grading, and all appurtenant features of the work, including offset lines necessary for construction.
- B. Contractor shall be responsible for staking the limits of construction.
- C. All field engineering required for laying out the Work and establishing grades for earthwork operations shall be furnished by the Contractor at its expense.
- D. **Construction staking shall be completed at the Contractors expense and no further compensation from the contract base bill shall be awarded.**

#### 1.02 REFERENCE POINTS AND SURVEYS

- A. All construction surveying provided by contractor shall be completed under the supervision of a California Registered Land Surveyor.
- B. The engineer will provide the elevations, coordinates and descriptions of the original and temporary project benchmarks.
- C. Requests by contractor for survey reference points and benchmarks shall be made, in writing, to engineer, allowing engineer a minimum of forty-eight (48) hours to commence such survey work as requested by contractor.
  - a. The forty-eight (48)-hour time period will commence from the time engineer receives such written request from contractor.
  - b. The forty-eight (48)-hour period excludes weekend days, holidays, organized union holidays, and days where weather conditions are detrimental to engineer's ability to accurately perform the requested surveys.
- D. Work that contractor has done before reference points and benchmarks have been provided may be rejected.
- E. The Contractor shall carefully preserve all reference points and benchmarks.
  - a. In case of loss or disturbance of reference points and benchmarks, contractor shall be responsible for the cost of replacement by engineer.
    - i. Such cost will be deducted from the next progress payment to contractor.

- ii. Such cost will be reimbursed to engineer by owner.

**PART 2 PRODUCTS (NOT USED)**

**PART 3 EXECUTION (NOT USED)**

END OF SECTION

## 01 77 00 – CLOSEOUT PROCEDURES

### PART 1 GENERAL

#### 1.01 SECTION INCLUDES

- A. Section covers closeout activities required at the end of the PROJECT.

#### 1.02 PROCEDURES

- A. CONTRACTOR, OWNER, and District's Representative Responsibilities:
  - a. District's Representative will inspect the WORK to determine if it is complete, and issue a "Punch List" of items to be completed or corrected by the CONTRACTOR.
  - b. CONTRACTOR shall complete and/or correct all punch list items and notify District's Representative, in writing, that the WORK is ready for final inspection.
  - c. District's Representative will make final inspection.
  - d. When the WORK is found to be acceptable under the conditions of the CONTRACT DOCUMENTS, and all items required are completed, District's Representative will recommend to OWNER that the WORK is acceptable.
  - e. If OWNER agrees with the recommendation, OWNER will issue CONTRACTOR a letter of "Final Acceptance".
  - f. CONTRACTOR shall submit a final payment request to District's Representative for review and approval.
- B. Final Paperwork:
  - a. Prior to final payment, CONTRACTOR shall deliver the following items to DISTRICT'S REPRESENTATIVE:
    - i. CONTRACTOR's written one (1)-year guarantee of materials and workmanship.
    - ii. All guarantees, warranties, and submittals, as specified.
    - iii. Receipts for extra materials delivered to OWNER.
    - iv. Final payment request.
    - v. CONTRACTOR's Statement Concerning Claims Form.
    - vi. All required indemnifications.
    - vii. Releases from property owners for special easements.
    - viii. Redlined as-constructed drawings.

#### 1.03 GUARANTEE

- A. CONTRACTOR shall guarantee all materials and equipment furnished and WORK performed for a period of one (1) year from the date of final acceptance for all WORK performed under the terms of this CONTRACT.

- B. CONTRACTOR shall further warrant and guarantee for a period of one (1) year from date of final acceptance that all WORK is free from any and all defects due to faulty materials or workmanship.
- C. Corrections of Defects:
- a. CONTRACTOR, within the one (1) year performance guarantee period, shall promptly make such corrections as may be necessary by reason of such defects, including the repairs of any damage to other parts of the system resulting from such defects.
  - b. OWNER will give notice of observed defects with reasonable promptness.
  - c. OWNER will inform CONTRACTOR of defects and CONTRACTOR shall within ten (10) days begin the work of repair or replacement.
  - d. Should CONTRACTOR fail to begin such WORK within ten (10) days, or in the event that CONTRACTOR fails to make such repairs, adjustments, or other work that may be made necessary by such defects, OWNER may make the repairs or replacements at the expense of CONTRACTOR and charge CONTRACTOR the cost thereby incurred.
  - e. If OWNER determines that immediate action to make repairs or replacements is necessary because of emergency conditions or to prevent further loss or damage, OWNER may proceed without notice to CONTRACTOR but at the expense of CONTRACTOR.
- D. The PERFORMANCE BOND shall remain in full force and effect through the guarantee period.
- E. Should OWNER claim by WRITTEN NOTICE before the guarantee period expires that certain defects exist and require repair or replacement, the guarantee period shall be automatically extended for as long as these defects exist.
- F. CONTRACTOR agrees that OWNER will be the final authority on whether or not a defect is one covered by the guarantee.

#### 1.04 FINAL PAYMENT AND ACCEPTANCE

- A. General:
- a. Upon completion of the WORK, and recommendation by the DISTRICT'S REPRESENTATIVE that the WORK is acceptable, OWNER will issue a letter that the WORK has been accepted under the conditions of the CONTRACT DOCUMENTS.
  - b. The entire balance found to be due to CONTRACTOR, including the retained percentages, except such sums as may be lawfully retained by OWNER, will be paid to CONTRACTOR within forty-five (45) days of completion and acceptance of the WORK.

B. Claims Against Contractor:

- a. CONTRACTOR shall indemnify and save OWNER, DISTRICT'S REPRESENTATIVE, and OWNER's agents harmless from all claims growing out of the lawful demands of SUBCONTRACTOR(s), laborers, workers, mechanics, and SUPPLIER(s) of machinery and parts thereof, equipment, tools, and all supplies, incurred in the furtherance of the performance of the WORK.
- b. CONTRACTOR shall, at OWNER's request, furnish satisfactory evidence that all obligations of the nature designated above have been paid, discharged, or waived by providing the required Statement Concerning Claims.
- c. If CONTRACTOR fails to do so, OWNER may, after having notified CONTRACTOR, either pay unpaid bills or withhold from CONTRACTOR's unpaid compensation a sum of money deemed reasonably sufficient to pay any and all such lawful claims until satisfactory evidence is furnished that all liabilities have been fully discharged, whereupon all payment to CONTRACTOR shall be resumed in accordance with the terms of the CONTRACT DOCUMENTS; but in no event shall the provisions of this sentence be construed to impose any obligations upon OWNER to either CONTRACTOR, the Surety, or any third party.
- d. In paying any unpaid bills of CONTRACTOR, any payment so made by OWNER will be considered as a payment made under the CONTRACT DOCUMENTS by OWNER to CONTRACTOR and OWNER shall not be liable to CONTRACTOR for any such payments made in good faith.

C. Late Payment to Contractor:

- a. If OWNER fails to make payment forty-five (45) days after approval by DISTRICT'S REPRESENTATIVE, in addition to other remedies available to CONTRACTOR, there will be added to each such payment the interest at the maximum legal rate commencing on the first day after said payment is due and continuing until the payment is received by CONTRACTOR.

D. Acceptance of Final Payment as Release:

- a. The acceptance by CONTRACTOR of final payment shall be and shall operate as a release to OWNER of all claims and all liability to CONTRACTOR other than claims in stated amounts as may be specifically excepted by CONTRACTOR for all things done or furnished in connection with this WORK and for every act and neglect of OWNER and others relating to or arising out of this WORK.
- b. Any payment, however, final or otherwise, will not release CONTRACTOR or the sureties from any obligations under the CONTRACT DOCUMENTS or the PAYMENT AND PERFORMANCE BOND(s).

## **PART 2 PRODUCTS (Not Used)**

## **PART 3 EXECUTION**

### **3.01 FINAL CLEANING**

- A. Upon completion of the WORK, CONTRACTOR shall, as soon as practicable, remove all waste materials, excess materials, tools, and equipment such as scaffolding, temporary structures, and facilities such as fencing and sanitary facilities.
- B. Upon completion of WORK on structures designed for human occupancy, CONTRACTOR shall clean and replace broken or scratched windows, clean and repair all surfaces, and clean and adjust all units of equipment which are part of the various building systems.
- C. The completed WORK shall be ready for full use before it is given a final inspection. Final payment will not be made to CONTRACTOR until all cleanup is done to the satisfaction of DISTRICT'S REPRESENTATIVE and OWNER.

END OF SECTION

## 03 10 00 – CONCRETE FORMWORK

### PART 1 - GENERAL

#### 1.01 SECTION INCLUDES

- A. Forms
  - 1. Metal forms
  - 2. Plywood forms
  - 3. Plywood forms
  - 4. Steel ties and or spreaders
- B. Wall Forms
  - 1. Exposed concrete surfaces
  - 2. Unexposed concrete surfaces
  - 3. Sealant

#### 1.02 REFERENCES

- A. ACI 301 Standard Specifications for Structural Concrete
- B. ACI 347 Guide to Formwork for Concrete
- C. APA PS-1 American Plywood Association Standard for Construction and Industrial Plywood

#### 1.03 SUBMITTALS

- A. Product Data
  - 1. Form release agent.

### PART 2 - PRODUCTS

#### 2.01 MATERIALS

- A. Except for metal forms, use new materials conforming to ACI 347.
- B. Materials may be reused during progress of work, provided they are completely cleaned and reconditioned, recoated for each use, and capable of producing formwork of required quality.

- C. For footings and foundations use Douglas fir boards or planks secured to wood or steel stakes, substantially constructed to shapes as indicated and to support required loads.
- D. For studs, walers and supports, use standard grade or better Douglas fir, dimensions as required to support loads but not less than two-inches x four-inches.
- E. Exposed Concrete Surfaces
  - 1. Use 3/4-inch minimum thickness Douglas fir plywood, grade B/B, Class I or II, exterior, sanded both sides, complying with National Standard PS-1.
  - 2. Seal edges and coat both faces with colorless coating that will not affect application of applied finishes.
- F. Unexposed Concrete Surfaces
  - 1. Use one-inch x six-inch minimum Douglas fir boards, surfaced one side and two edges, or 3/4-inch minimum thickness Douglas fir plywood, grade B/B plyform Class I or II, sanded both sides.

## **2.02 DESIGN FORMWORK**

- A. Design, erect, support, brace and maintain formwork so that it will safely support vertical and lateral loads that might be applied, until such loads can be supported by concrete structure.
- B. Carry vertical and lateral loads to ground by formwork system and in-place construction that has attained strength for that purpose.
- C. Construct formwork so concrete members and structures are of correct size, shape alignment, elevation and position.
- D. Design forms and falsework to include assumed values of load, dead load, weight of moving equipment operated on formwork, concrete mix, height of concrete drop, vibrator frequency, ambient temperature, foundation pressures, stresses, lateral stability, and other factors pertinent to safety of structure during construction.
- E. Provide shores and struts during concrete operations, using wedges or jacks, or a combination thereof.
- F. Support form materials by structural members spaced sufficiently close to prevent objectionable deflection.
- G. Fit forms placed in successive units for continuous surfaces to accurate alignment, free from irregularities, and within allowable tolerances.
- H. Provide formwork, sufficiently tight to prevent leakage of cement paste during concrete placement. Solidly butt joints and provide backup material at joints as required to prevent leakage and prevent fins.

## **PART 3 - EXECUTION**

### **3.01 FORMS**

- A. Construct forms complying with ACI 347 to exact sizes, shapes, lines and dimensions shown on the drawings, and as required to obtain accurate alignment, location, grades, and level and plumb Work in finished structure.
- B. Provide for offsets, recesses, chamfers, anchorages, inserts and other features as required.
- C. All reinforcing steel, anchor bolts, dowels, and inserts to be accurately placed and securely held in place prior to placing of concrete or grout.

### **3.02 FABRICATION**

- A. Fabricate forms for easy removal without hammering or prying against concrete surfaces.
- B. Provide crush plates where stripping may damage cast concrete surfaces.
- C. Hold inner and outer forms for vertical concrete together with combination steel ties and spreaders.
- D. Space ties symmetrically in tiers and rows, each tier plum from top to bottom and each row level.
- E. For exposed concrete surfaces, provide form ties of removable type with she-bolts equipped with permanent plugs.

### **3.03 FORMS FOR EXPOSED CONCRETE**

- A. Drill forms to suit ties being used, and to prevent leakage of cement paste around tie holes
- B. Do not splinter forms by driving ties through improperly prepared holes.
- C. Provide sharp, clean corners at intersecting planes, without visible edges or offsets.
- D. Back joints with extra studs or girts to maintain true, square intersections.
- E. Use extra studs, wales and bracing to prevent objectionable bowing of forms between studs, and to avoid bowed appearance in concrete.
- F. Do not use narrow strips of form material which will produce bow.

### **3.04 CORNER TREATMENT**

- A. Unless shown otherwise, form chamfers with ½ inch x ½ inch strips, accurately formed and surfaced to produce uniformly straight lines and tight edges.
- B. Extend terminal edges to required limit, and miter chamfer strips at changes in direction.

### **3.05 FORM RELEASE AGENT**

- A. Coat form contact surfaces with form release agent compound before reinforcement is placed.
- B. Do not allow excess form release agent material to accumulate in forms or to come in contact with surfaces which will bond to fresh concrete.
- C. Apply form release agent material in strict accordance with its manufacturer's recommendations.

### **3.06 FORM REMOVAL**

- A. Do not disturb or remove forms until concrete has hardened sufficiently to permit form removal with complete safety.
- B. Do not strip abutment forms in less than seven days.
- C. Do not remove shoring until member has acquired sufficient strength to support its own weight, load upon it, and added load of construction.

### **3.07 FINISHED SURFACES**

- A. Exercise care in removing forms from finished concrete surfaces so that surfaces are not marred or gouged.
- B. Release sleeve nuts or clamps, and pull form ties neatly.
- C. Do not permit steel spreaders, form ties, or other metal to project from, or be visible on, any concrete surface except where indicated.
- D. Solidly pack form tie holes, rod holes, and similar holes in the concrete with approved grout.

END OF SECTION

## 03 30 00 – CAST IN PLACE CONCRETE

### PART 1 - GENERAL

#### 1.01 SECTION INCLUDES

- A. Concrete Forms
  - 1. Abutments
  - 2. Foundations
  - 3. Retaining walls
- B. Concrete Reinforcing
  - 1. Detailing
  - 2. Bending
  - 3. Placement
  - 4. Amounts of cover for cast-in-place concrete
  - 5. Anchor bolts
  - 6. Dowels
  - 7. Inserts
  - 8. Lap Splices
- C. Curing Compound and Sealer

#### 1.02 RELATED SECTIONS

- A. Section 03 10 00 - Concrete Formwork

#### 1.03 REFERENCES

- ACI 304 Recommended Practice for Measuring, Mixing, Transporting and Placing Concrete
- ACI 305R Hot Weather Concreting
- ACI 306R Cold Weather Concreting

- ACI 308 Standard Specification for Curing Concrete
- ACI 309 Guide for Consolidation of Concrete
- ACI 315 Details and Detailing of Concrete Reinforcement
- ACI 318 Building Code Requirements for Reinforced Concrete and Commentary
- ASTM C33 Standard Specification for Concrete Aggregates
- ASTM C94 Standard Specification for Ready-Mixed Concrete
- ASTM C150 Standard Specification for Portland Cement
- ASTM C309 Standard Specification for Liquid Membrane-Forming Compounds for Curing Concrete
- ASTM C494 Standard Specification for Chemical Admixtures for Concrete
- ASTM A615 Standard Specification for Plain Billet-Steel Bars for Concrete Reinforcement
- ASTM C618 Standard Specification for Coal Fly Ash and Raw or Calcined Natural Pozzolan for Use as a Mineral Admixture in Portland Cement Concrete
- ASTM C979 Standard Specification for Integral Concrete Coloring System

California Code of Regulations (CCR):

CCR Title 8, Chapter 4, Subchapter 4 – Construction Safety Orders

CCR Title 24, Part 2, California Building Code, Chapter 33, Section 3303, Protection of Pedestrians during Construction or Demolition

## 1.04 SUBMITTALS

### A. Product Data

1. Curing / Sealing Compounds
2. Admixtures
3. Source of Concrete and Aggregates

### B. Shop Drawings

1. Reinforcing Diagrams
2. Bar Schedules

### C. Curing

1. Curing Method

### D. Test Reports

1. Mill Test Reports
  - a. Reinforcing Steel
  - b. Cement
2. Concrete Mix Designs

Trial mixes including water-cement-fly ash ratio curves, concrete mix ingredients and proportions, and admixtures.

3. Grout Mix

To include mix ingredients, strength and shrinkage data

### E. Delivery

With each batch of concrete, furnish certified delivery tickets listing information in Paragraphs 13.1 and 13.2 of ASTM C94. Maximum delivery temperature of concrete is 100 degrees Fahrenheit (F). Minimum delivery temperature as follows:

	<b>Atmospheric Temperature</b>	<b>Minimum Concrete Temperature</b>	
	30 degrees to 40 degrees F	60 degrees F	
	0 degrees to 30 degrees F	70 degrees F	

## PART 2 - PRODUCTS

### 2.01 MATERIALS

A. Portland Cement

Clean, fresh, Type II, low alkali, Portland cement conforming with ASTM C150.

B. Pozzolan Fly-ash to be in conformance with ASTM C618.

C. Aggregates

1. Aggregates to be uniformly graded with a one inch maximum size for all concrete mixes.
2. Natural aggregates to be free from deleterious materials, conforming to ASTM C33. Aggregate is not to be potentially reactive as defined in Appendix XI of ASTM C33. Aggregates to be thoroughly and uniformly washed before use.

D. Mixing Water

Fresh, clean, potable and free from oil, acid, alkali, organic matter or other deleterious substances.

E. Admixtures

Admixtures, if used to be of a type conforming to ASTM C494 that increases the workability of the concrete, will not impair the strength of the concrete, and is not used to reduce the cement content of the mix. Do not use Calcium Chloride.

F. Liquid Membrane-Forming Curing Compound

Is to be clear or translucent, suitable for spray application and is to conform to ASTM C309, Type 1.

G. Cement Grout

Non-shrink type composed of one part cement, two parts sand and the minimum amount of water necessary to obtain the desired consistency.

H. Properties

1. 28 day strength of concrete in place to be a minimum of:
  - a. 3,000 psi for walls and abutments
  - b. 3,000 psi for foundations
2. The maximum water/cement ratio to be 0.44 for bridge deck.

3. Slump of concrete and not to exceed four (4) inches unless otherwise authorized by Owner.
4. 15% of cement weight may be Pozzolan Fly-ash. Pozzolan Fly-Ash to be in conformance with ASTM C618.

## **2.02 REINFORCING STEEL**

- A. Bar reinforcement to be ASTM A615, Grade 60.

## **PART 3 – EXECUTION**

### **3.01 FORMS**

- A. Reinforcing detailing, bending, and placing: In accordance with ACI 315 and ACI 318.
- B. Reinforcing steel to be provided with the following amounts of cover for cast-in-place concrete:
  1. Concrete deposited against earth - three inches
  2. Concrete surface (formed) exposed to earth or weather:
    - a. #6 through #18 bars - two inches
    - b. #5 bar and smaller - 1-1/2 inches
- C. All reinforcing steel, anchor bolts, dowels, and inserts to be accurately placed and securely held in place prior to placing of concrete or grout.
- D. Horizontal bars to lap a minimum of 16 gauge black annealed wire chairs or concrete “dobies.”

### **3.02 MIXING CONCRETE**

- A. All concrete materials to be measured accurately for each batch and mixed thoroughly until aggregate is coated with mortar. Combined ingredients to be mixed for a minimum of 1-1/2 minutes.
- B. Concrete batching and mixing to comply with ACI 318 and ASTM C94, delivered to site. Batch mixing at the Site is not permitted.

### **3.03 PLACING CONCRETE**

- A. Preparation
  1. Remove hardened concrete, wood chips, shavings and other debris from forms.

2. Remove hardened concrete and foreign materials from interior surfaces of mixing and conveying equipment.
3. Have reinforcement inspected and approved by Owner before depositing concrete.
4. Forms and reinforcing bars to be clean and wetted prior to placing of the concrete.
5. Place anchor bolts and other embedments, as indicated.

B. Conveying Concrete

Convey concrete from mixer to final place of deposit by a method that will prevent segregation. Method of conveying concrete is subject to approval of Owner.

C. Placing

1. Concrete to be placed in conformance with the recommendations of ACI 304.
2. Do not place concrete when weather conditions prevent proper placement and consolidation, or when concrete has attained its initial set, or has contained its water or cement content more than 1-1/2 hours.
3. Deposit concrete as near as practicable in its final position. Prevent splashing of forms or reinforcement with concrete in advance of placing concrete.
4. Do not drop concrete freely more than five feet. Where greater drops are required, use a tremie or flexible spout attached to a suitable hopper.
5. Discharge contents of tremies or flexible spouts in horizontal layers not exceeding 20 inches in thickness, and space tremies such as to provide a minimum of lateral movement of concrete.
6. Continuously place concrete until an entire unit between construction joints is placed. Rate and method of placing concrete to be such that no concrete between construction joints will be deposited upon or against partly set concrete.
7. Continuously place all concrete with no more than 10 minutes elapsed time between pours. Sequence concrete pours such that each pour is placed on or adjacent to concrete that has been in place no more than 10 minutes.

D. Consolidation

Conform to ACI 309. Immediately after depositing, spade concrete next to forms, into corners and recesses, work around reinforcement and into angles of forms, tamp lightly by hand, and compact with mechanical vibrator. Vibrate concrete to

produce thorough compaction, leaving no voids, complete embedment of reinforcement and concrete of uniform and maximum density without segregation of mix. Do not transport concrete in forms by vibration. Carry on vibration continuously with placing of concrete. Do not insert vibrator into concrete that has begun to set.

### **3.04 HOT OR COLD WEATHER**

- A. Follow the recommendations of ACI 305R and ACI 306R for hot and cold weather conditions.

### **3.05 CONCRETE FINISHES**

- A. Finish of formed surfaces to be smooth and free of fins, honeycomb, or segregation. When defects occur, they are to be remedied by chipping cavities and patching, or by other methods approved by Owner.
- B. Exposed surfaces to be “sacked” by rubbing cement mortar into voids with burlap or canvas. Fins to be ground smooth and loose mortar to be removed.
- C. Vertical edges of the walls to have 3/4-inch chamfer.
- D. Horizontal edges of the walls to have 1/2-inch chamfer.
- E. Unformed surfaces to be steel troweled to a smooth dense finish. After the trowel finish has sufficiently hardened, walking surfaces of the entire surface to be given a medium broom finish perpendicular to the direction of travel. The broom finish to be applied just prior to the application of the curing compound/sealer.

### **3.06 PROTECTION AND CURING**

- A. In conformance with ACI 308, except as otherwise specified herein.
- B. Initial curing to immediately follow the finishing operation. Protect exposed surfaces of concrete from premature drying, wash by rain and running water, wind, mechanical injury, and excessively hot or cold temperatures. Concrete not covered with membrane or other curing material to be kept continuously wet for at least seven days after placing. High-early-strength concrete net curing period to be not less than three days. Keep wood forms continuously wet to prevent moisture loss until forms are removed. Cure exposed concrete surfaces as described below. Other curing methods may be used if approved by Owner.

#### **1. Liquid Curing and Sealing Compounds**

Apply by spray or roller in accordance with the manufacturer's instructions. Apply immediately after finishing. Maximum coverage to be 400 square feet per gallon on steel troweled surfaces, and 300 square feet per gallon on floated or broomed surfaces for the curing/sealing compound.

#### **2. Plastic sheets**

Apply as soon as concrete has hardened sufficiently to prevent surface damage. Utilize widest practical width sheet and overlap adjacent sheets two inches. Tightly seal joints with tape.

3. Paper

Utilize widest practical width paper and overlap adjacent sheets two inches. Tightly seal joints with sand, wood planks, pressure-sensitive tape, mastic or glue.

- C. Provisions are to be made to keep overspray for curing/sealing compounds from extending beyond bridge deck surface. Spray of curing/sealing compounds to cease if sustained winds exceed 10 miles per hour.

**3.07 CLEANING**

- A. Cleaning of equipment for delivery or placement of concrete is prohibited on site.

**3.08 ACCEPTANCE**

- A. Walking surfaces are to be free from trowel marks, uniform in appearance and with a surface plane tolerance not exceeding 1/4 inches in any 10 foot 0 inch when tested with a ten foot straightedge.

END OF SECTION

## 31 10 00 - SITE CLEARING

### PART 1 - GENERAL

#### 1.01 SECTION INCLUDES

- A. Specifications for clearing, grubbing and disposing of vegetation, including bushes, brush, trees, stumps, fallen timber, logs, roots, rubbish, refuse trash, and debris within the indicated site limits.
- B. Protection from injury or defacement of trees and other vegetation and objects indicated to be preserved.
- C. Removal, salvage, or other disposition of slabs, footings and foundations; existing pavement, curbs and gutters, sidewalks, headwalls, walls, and steps; utility service facilities; guardrail and posts, highway and street signs and fences; and other miscellaneous structures and site improvements which interfere with construction.

#### 1.02 REFERENCES

- A. California Code of Regulations, Title 8, Chapter 4, Subchapter 4 - Construction Safety Orders
- B. California Code of Regulations, Title 24, Part 2, California Building Code, Chapter 33, Site Work, Demolition and Construction
- C. State of California, Department of Transportation (Caltrans), Standard Specifications

#### 1.03 JOBSITE CONDITIONS

- A. Stockpile salvaged material in a secured location.
- B. Clear and restore areas used for the Contractor's convenience. Restore such areas to their original condition, and provide mulching, seeding and planting as required.
- C. Protect survey markers and monuments, existing improvements, and adjacent properties from removal and damage.
- D. Give written notices to utility companies and municipal departments requesting discontinuance of services to areas which will be affected by the site preparation work.

#### 1.04 CARE OF EXISTING TREES

- A. Trees and plants indicated on the Contract Drawings to remain and to be preserved shall be protected from damage by constructing suitable barriers or

fences at, or near, the driplines of the trees and plants. Vehicles, equipment, materials, and debris shall not be placed or parked in these areas or under trees to remain.

- B. Feed, water, and maintain protected trees and plants in a healthy, growing condition during the construction period.

## **PART 2 - PRODUCTS**

### **2.01 MATERIALS AND EQUIPMENT**

- A. Furnish all materials, tools, equipment, facilities, and services as required for performing site clearing and preparation work.

## **PART 3 - EXECUTION**

### **3.01 CLEARING AND GRUBBING**

- A. Perform clearing and grubbing as necessary to remove vegetation and objectionable material from the site. Clear the site within the limits indicated, and remove cleared materials and debris from the site.
- B. Remove stumps and roots completely in excavation areas and under embankments where the original ground level is within 3.5 feet of subgrade or slope of embankments. In embankment areas, where the original ground level is more than 3.5 feet below the subgrade or slope of embankment, cut off trees, stumps, and brush to within six inches of the ground.
- C. Do not start earthwork operations in areas where clearing and grubbing are not complete, except that stumps and large roots may be removed concurrently with excavation.
- D. Where the work includes requirements for wood chip mulch, acceptable material from clearing and grubbing activities may be used to produce such mulch.

### **3.02 TREE BRANCHES**

- A. Remove tree branches overhanging trackways, roadways, and other designated areas of the site to within 20 feet of finish grade. Cut off branches neatly and close to the tree boles. Remove other branches as necessary to present a balanced appearance. Treat scars resulting from tree branch removal with a heavy coat of an approved asphaltic tree paint.

### **3.03 REMOVAL**

- A. Remove existing pavements, structures, and site improvements which interfere with construction, where demolition is not indicated.
- B. Remove walls and masonry construction to a minimum depth of two feet below existing ground level in areas where such items do not interfere with construction.

- C. Slabs may be broken for drainage and left in place where they are not detrimental to the structural integrity of the fill or structure to be placed above.

### **3.04 DISPOSAL OF REMOVED MATERIALS AND DEBRIS**

- A. Dispose of removed materials, waste, trash, and debris in a safe, acceptable manner, in accordance with applicable laws and ordinances and as prescribed by authorities having jurisdiction.
- B. Burying of trash and debris on the site will not be permitted. Burning of trash and debris at the site will not be permitted.
- C. Remove trash and debris from the site at frequent intervals so that its presence will not delay the progress of the work.
- D. Removed materials, waste, trash, and debris shall become the property of the Contractor and shall be removed from the District's property and disposed of in a legal manner. Location of disposal site and length of haul shall be the Contractor's responsibility.

### **3.05 SALVAGE**

- A. Items or materials to be salvaged are indicated on the Contract Drawings and in the Contract Specifications.
- B. Protect metallic coatings on salvaged items. Remove adhering concrete from salvaged items.
- C. Repair, or replace with new material, salvaged material damaged or destroyed due to Contractor's negligence.

END OF SECTION

## 31 20 00 – EARTHWORK

### PART 1 - GENERAL

#### 1.01 SECTION INCLUDES

- A. Specifications for the excavation, filling, recompacting, grading and disposal of excess material.

#### 1.02 RELATED SECTIONS

- A. ~~Section 31 23 19 – Dewatering~~
- B. Section 32 11 23 - Aggregate Base

#### 1.03 REFERENCES

- A. ASTM C136-84a – Standard Method for Sieve Analysis of Fine and Coarse Aggregate
- B. ASTM D1557 – Laboratory Compaction Characteristics of Soil Using Modified Effort
- C. ASTM D2922 – Density of Soil and Soil-Aggregate in Place by Nuclear Methods
- D. Caltrans – State of California Standard Specifications; latest edition

#### 1.04 DEFINITIONS

- A. Compaction
  - 1. The degree of compaction is specified as percent compaction. Maximum densities refer to the maximum laboratory dry soil densities obtainable at optimum moisture content as determined by ASTM D1557.
  - 2. Percent compaction (relative compaction) is the ratio of the measured field dry density to the laboratory maximum dry density.
- B. Excavation Slope: Excavation slope shall be defined as an inclined surface formed by removing material from below existing grade.

#### 1.05 SUBMITTALS

- A. Product Data
  - 1. Fill materials

2. Source of concrete and aggregate for approval
- B. Test Reports
1. Gradation (ASTM C136)
  2. Density-In-Place (ASTM D2922)

## **PART 2 - PRODUCTS**

### **2.01 FILL MATERIALS**

- A. Class 2 Aggregate Base
1. Class 2 aggregate base for subsequent backfill and/or pavement base to be  $\frac{3}{4}$  inches maximum Class 2 aggregate base conforming to Caltrans, Section 26

## **PART 3 - EXECUTION**

### **3.01 CONSTRUCTION**

- A. Surplus Material
1. Unless otherwise specified, surplus excavated material shall be disposed of off site in accordance with applicable ordinances and environment requirements at the expense of the Contractor.
- B. Hauling
1. When hauling is down over highways or city streets, loads shall be trimmed and the vehicle shelf areas shall be cleaned after each loading.
  2. Loads shall be watered after trimming to eliminate dust.
- C. Subgrade
1. Unless directed otherwise on the drawings, existing subgrade shall be compacted to 90% RC, 12" in depth, prior to placement of base material.
  2. Subgrade shall be inspected for compliance to the soils report by the Owner/Geotechnical engineer prior to filling or on achieving final cut depth
- D. Finish Grading
1. Finish surfaces shall be smooth, compacted and free from irregularities. The degree of finish shall be that normally obtainable with a blade-grader.

2. Finish grades shall be as specified on the plans, except where a local change in elevation is required to match existing conditions, or to ensure proper drainage.
3. When the work is at an intermediate stage of completion, lines and grades shall be as specified within  $\pm 0.5$  foot or as necessary to provide adequate drainage.

**3.02 FIELD QUALITY CONTROL**

- A. Fill material shall be placed in horizontal layers and compacted with power operated tampers, rollers, idlers, or vibratory equipment. Material type, maximum layer depth, relative compaction, and general application are specified in Table A, below. Unless otherwise specified, fill classes shall be used where specified in Table A under General Application.

<b>Table A: Fill Classification</b>			
Material Type	Maximum Uncompressed Layer Depth (Inches)	Minimum Relative Compaction (Percent)	General Application
Aggregate Base	8"	95%	Roadway Grades

**3.03 TESTS**

- A. Inspection Trenches
1. District will direct Contractor to construct inspection trenches in compacted or consolidated backfill to determine that Contractor has complied with these Specifications.

END OF SECTION

## 31 32 10 – GEOTEXTILE FOR SUBGRADE STABILIZATION

### PART 1 – GENERAL

#### 1.01 SUMMARY

A. Furnish and install high modulus woven geotextile for subgrade stabilization, reinforcement, separation, confinement, and filtration beneath roadway aggregate base courses and pavement sections.

B. Work includes:

- Surface preparation.
- Placement of geotextile.
- Overlapping and seaming as required.
- Placement of aggregate base over geotextile.
- Protection of geotextile during construction.

#### 1.02 REFERENCES

- A. ASTM D4595 – Tensile Properties of Geotextiles by Wide Width Strip Method.
- B. ASTM D4491 – Water Permeability of Geotextiles.
- C. ASTM D4751 – Apparent Opening Size of Geotextiles.
- D. ASTM D4355 – Deterioration of Geotextiles from Exposure to Ultraviolet Light.
- E. ASTM D6241 – CBR Puncture Strength of Geotextiles.
- F. AASHTO R50 – Geosynthetic Reinforcement of Aggregate Base Courses.

#### 1.03 SUBMITTALS

- A. Manufacturer's Product Data.
- B. Certification that materials meet specified requirements.
- C. Installation instructions.
- D. Samples upon request.

#### 1.04 QUALITY ASSURANCE

- A. Geotextile shall be manufactured by a company experienced in production of roadway stabilization geosynthetics.
- B. Installer shall be experienced in placement of geotextiles for roadway applications.

C. Geotextile shall be supplied in rolls labeled with manufacturer, product designation, lot number, and roll dimensions.

#### 1.05 DELIVERY, STORAGE, AND HANDLING

- A. Deliver materials in original wrapping and labeling.
- B. Store off the ground and protect from damage, mud, excessive heat, and prolonged ultraviolet exposure.
- C. Replace damaged materials at no additional cost to the Owner.

### PART 2 – PRODUCTS

#### 2.01 HIGH MODULUS WOVEN GEOTEXTILE

A. Basis of Design:

**Mirafi RS380i manufactured by Solmax (formerly TenCate Geosynthetics) or approved equal.**

B. Material:

High modulus woven polypropylene geosynthetic specifically manufactured for subgrade stabilization and base reinforcement.

Geotextile shall provide reinforcement, separation, confinement, filtration, and water flow characteristics in a single product.

C. Minimum Physical Properties:

Property	Test Method	Minimum Requirement
Tensile Strength @ 2% Strain (CD)	ASTM D4595	1,020 lbs/ft
Tensile Strength @ 5% Strain (CD)	ASTM D4595	2,256 lbs/ft
CBR Puncture Strength	ASTM D6241	1,770 lbs
Apparent Opening Size (AOS)	ASTM D4751	U.S. Sieve No. 40 (0.425 mm)
Permittivity	ASTM D4491	0.9 sec <sup>-1</sup>
Water Flow Rate	ASTM D4491	75 gal/min/ft <sup>2</sup>
UV Resistance @ 500 Hours	ASTM D4355	90% Strength Retained

Values shall be Minimum Average Roll Values (MARV).

D. Approved Manufacturers:

Solmax – Mirafi RS380i.  
Approved equal meeting all specified performance requirements.

## **PART 3 – EXECUTION**

### **3.01 EXAMINATION**

- A. Verify subgrade elevations and conditions are suitable for installation.
- B. Remove standing water, vegetation, debris, and unsuitable materials.

### **3.02 SUBGRADE PREPARATION**

- A. Grade subgrade to required lines and elevations.
- B. Remove protrusions that may damage the geotextile.
- C. Soft areas shall be repaired as directed by the Engineer.

### **3.03 INSTALLATION**

- A. Install geotextile in accordance with manufacturer's recommendations.
- B. Place geotextile directly on prepared subgrade without wrinkles or folds.
- C. Overlap adjacent rolls a minimum of 24 inches unless otherwise directed by the Engineer.
- D. Where required, sew or join panels in accordance with manufacturer's recommendations.
- E. Do not operate construction equipment directly on exposed geotextile.

### **3.04 PLACEMENT OF AGGREGATE**

- A. Place aggregate base by end-dumping and spreading in a manner that prevents damage to the geotextile.
- B. Initial lift thickness shall be sufficient to prevent disturbance of the geotextile.
- C. Repair damaged geotextile by placing a patch extending a minimum of 3 feet beyond the damaged area in all directions.

### **3.05 ACCEPTANCE**

- A. Geotextile shall be completely covered by aggregate base at the completion of work.
- B. Areas exhibiting tears, punctures, excessive wrinkles, or improper overlaps shall be repaired or replaced prior to placement of overlying materials.

END OF SECTION

## 32 11 23 – AGGREGATE BASE

### PART 1 - GENERAL

#### 1.01 SECTION INCLUDES

- A. Specifications for furnishing, spreading, and compacting aggregate base course for pavements as indicated.

#### 1.02 REFERENCES

- A. American Society for Testing and Materials (ASTM):
  - ASTM D2922 Test Methods for Density of Soil and Soil-Aggregate in Place by Nuclear Methods (Shallow Depth)
  - ASTM D3017 Test Method for Water Content of Soil and Rock in Place by Nuclear Methods (Shallow Depth)
- B. State of California, Department of Transportation (Caltrans), Standard Specifications:
  - Section 17                      Watering
  - Section 26                      Aggregate Bases
- C. State of California, Department of Transportation (Caltrans), Standard Test Methods:
  - Calif. Test 201 Method of Soil and Aggregate Sample Preparation Aggregates
  - Calif. Test 202 Method of Tests for Sieve Analysis of Fine and Coarse Aggregates
  - Calif. Test 205 Method of Determining Percentage of Crushed Particles
  - Calif. Test 216 Method of Test for Relative Compaction of Untreated and Treated Soils and Aggregates
  - Calif. Test 217 Method of Test for Sand Equivalent
  - Calif. Test 229 Method of Test for Durability Index
  - Calif. Test 301 Method of Test for Resistance "R" Value of Treated and Untreated Bases, Subbases and Basement Soils by the Stabilometer

## PART 2 - PRODUCTS

### 2.01 AGGREGATE BASE MATERIAL

- A. Class 2 aggregate base shall be free of vegetable matter and other deleterious substances. Coarse aggregate, material contained on the No. 4 sieve, shall consist of material of which 25 percent by weight shall be crushed particles as determined by California Test Method No. 205. Class 2 aggregate base shall conform to one of the following gradings, determined in accordance with California Test Method No. 202:

Percentage Passing Sieves for ¾" maximum

Sieve  
Sizes

---

2 inch	----
1 ½ inch	----
1 inch	<b>100</b>
¾ inch	<b>90-100</b>
No. 4	<b>35-60</b>
No. 30	<b>10-30</b>
No. 200	<b>2-9</b>

- B. Class 2 aggregate base shall conform to the following additional requirements:

Tests	Test Method No. Calif.	Requirements
Resistance (R-Value)	301	78 min.
Sand Equivalent	217	22 min.

Tests	Test Method No. Calif.	Requirements
Durability Index	229	35 min.

### 2.02 SOURCE QUALITY CONTROL

- A. Submit certificate of compliance for approval prior to installation of material.

## **PART 3 - EXECUTION**

### **3.01 EXAMINATION**

- A. Call for an inspection by the Engineer and obtain written acceptance of the prepared subgrade or subbase before proceeding with the placement of aggregate base course.
- B. The subgrade or subbase to receive aggregate base course, immediately prior to spreading, shall conform to the compaction and elevation tolerances indicated for the material involved and shall be free of standing water and loose or extraneous material.

### **3.02 INSTALLATION STANDARDS**

- A. Aggregate base course shall be applied over the prepared subgrade or subbase and compacted in accordance with Section 26 of the Caltrans Standard Specifications.
- B. Aggregate base course shall be minimum uniform thickness after compaction of dimensions indicated. Where not indicated, compacted thickness shall be six inches for driveways/sidewalks and eight inches for roadways.
- C. All compaction expressed in percentages in this section refers to the maximum dry density as determined by California Test Method No. 216.

### **3.03 SPREADING OF MATERIAL**

- A. Aggregate for base course shall be delivered as uniform mixture of fine and coarse aggregate and shall be spread in layers without segregation.
- B. Aggregate base course material shall be free from pockets of large and fine material. Segregated materials shall be remixed until uniform.
- C. Aggregate base material shall be moisture-conditioned to near optimum moisture content in accordance with the applicable requirements of Section 17 of the Caltrans Standard Specifications.
- D. Aggregate base course six inches and less in thickness may be spread and compacted in one layer. For thicknesses greater than six inches, the base course aggregate shall be spread and compacted in two or more layers of uniform thickness not greater than six inches each.

### **3.04 COMPACTING**

- A. Relative compaction of each layer of compacted aggregate base material shall be not less than 95 percent as determined by California Test Method No. 216.
- B. Thickness of finished base course shall not vary more than 3/4 inch from the indicated thickness at any point. Base which does not conform to this requirement

shall be reshaped or reworked, watered, and recompact to achieve compliance with specified requirements.

- C. The surface of the finished aggregate base course at any point shall not vary more than 3/4 inch above or below the indicated grade.

### **3.05 FIELD QUALITY CONTROL**

- A. Perform field tests in accordance with ASTM D2922 to determine compliance with specified requirements for density and compaction of aggregate base material, and with ASTM D3017 to determine moisture-content compliance of the installed base course.

END OF SECTION

## 32 12 16 – ASPHALTIC CONCRETE PAVING

### PART 1 - GENERAL

#### 1.01 SECTION INCLUDES

- A. Specifications for providing asphaltic concrete paving as indicated.

#### 1.02 RELATED SECTIONS

- A. Section 31 20 00 - Earthmoving
- B. Section 32 11 23 - Aggregate Base
- C. Section 32 17 23 - Pavement Marking

#### 1.03 REFERENCES

- A. State of California, Department of Transportation (Caltrans), Standard Specifications  
Section 39 Asphalt Concrete  
Section 92 Asphalts  
Section 93 Liquid Asphalts  
Section 94 Asphaltic Emulsions
- B. State of California, Department of Transportation (Caltrans), Standard Test Methods  
Calif. Test 202 Method of Tests for Sieve Analysis of Fine and Coarse Aggregates  
Calif. Test 304 Method of Preparation of Bituminous Mixtures for Testing  
Calif. Test 366 Method of Test for Stabilometer Value  
Calif. Test 375 Determining the In Place Density and Relative Compaction of AC Pavement

#### 1.04 PROTECTION

- A. Protect concrete pavements and walks, curbs and bases, and other improvements adjacent to the operations with suitable materials. The Contractor shall be responsible for any damage caused by the Contractor's employees or equipment and shall make necessary repairs. Building and other surfaces shall be covered

with paper or other protection, where required. All damage caused by the Contractor's operations shall be prepared or replaced as required.

## **PART 2 - PRODUCTS**

### **2.01 BASE COURSE MATERIAL**

- A. Class 2 Aggregate Base. Percentage composition by weight of aggregate base material shall conform to the 3/4 inch maximum grading when determined by California Test 202.

### **2.02 TACK COAT (VERTICAL SURFACES)**

- A. Tack Coat: Diluted SS-1 or SS-1h emulsion or undiluted RS-1 emulsion in conformance with Section 94 or the Caltrans Standard Specifications.

### **2.03 ASPHALT PAVING MATERIALS**

- A. Paving Asphalt: All purpose, aged residue, steam refined, PG 64-16 grade, in accordance with Section 92 of the Caltrans Standard Specifications.
- B. Aggregate: Type A, with the grading of the combined aggregate conforming to 1/2 inch maximum size, medium grading, as specified in Section 39 of the Caltrans Standard Specifications.
- C. Mixing Facilities: Asphalt concrete surfacing material shall be furnished from an approved commercial asphalt central mixing plant.

### **2.04 SOURCE QUALITY CONTROL**

- A. Contractor shall submit Certificate of Compliance from manufacturer for approval prior to installation.

### **2.05 A.C. DIKE/BERM**

- A. A.C. dikes shall be per Caltrans Standard A87, Type B. Dikes shall be installed by means of a continuance automatic curbing machine.
- B. A.C. berms shall be installed as detailed in the drawing.

## **PART 3 - EXECUTION**

### **3.01 PLACING OF BASE COURSE**

- A. The Contractor shall call for an inspection by the Engineer and obtain written approval of the subgrade before proceeding with the base course.
- B. Base course shall be minimum uniform thickness after compaction of dimensions indicated. Where not indicated, compacted thickness shall be six inches for parking stalls and eight inches for roads, driveways, and aisles of parking areas.

- C. Base course shall be placed over finished subgrade and compacted in accordance with Section 32 11 00 - Aggregate Base.
- D. After base course has been completed, the Contractor shall call for an inspection by the Engineer and obtain written approval before proceeding with application of the asphalt wearing surface.

### **3.02 PLACING ASPHALT CONCRETE**

- A. Areas to be paved shall be covered with a layer of hot asphalt concrete surfacing not less than the thickness indicated after compaction. Where not indicated, compacted thickness shall be two inches for parking stalls and three inches for roads, driveways, and aisles of parking areas.
- B. Paving asphaltic concrete shall be delivered, laid, rolled, and finished in accordance with Section 39 of the Caltrans Standard Specifications.
- C. Before placing asphalt concrete, a tack coat (paint binder) shall be applied to all vertical surfaces against which asphalt concrete surfacing will be placed. Tack coat (paint binder) shall be applied in accordance with Section 39-4 of the Caltrans Standard Specifications at the rate of from 0.02 to 0.10 gallons per square yard.
- D. Finish surface of the wearing course shall be thoroughly compacted, smooth, and free from ruts, humps, depressions, cold joints, or other irregularities.
- E. Finish paving shall conform to slopes, lines, and finish grades indicated, and shall drain properly. Where adjacent surfaces are intended to be flush (as at concrete gutters, walks, and paving), they shall conform smoothly at all joints.
- F. Ridges, indentations, and other objectionable marks left in the surface of the asphalt concrete by paving or rolling equipment shall be eliminated by rolling. The use of equipment that leaves ridges, indentations, or other objectionable marks in the asphalt concrete shall be discontinued, and other acceptable equipment shall be employed.
- G. Where cold joints are indicated or necessary, cut back the placed and compacted cold asphalt a minimum of three inches with a concrete or masonry power saw, so that a vertical face of compacted full thickness material is exposed. Treat this surface with a tack coat before proceeding with the placement of new asphaltic concrete surfacing.
- H. Finish paving shall conform to finish elevations within plus or minus 0.01 of a foot and shall be level to within plus or minus 1/4 inch in 10 feet when measured with a 10 foot straightedge in any direction.

### **3.03 FIELD QUALITY CONTROL**

- A. The Contractor shall control the quality of the work and shall provide adequate testing to assure compliance with these Specifications.

- B. After completion of paving work, all paving shall be flooded with water, and any resulting “ponds” shall be ringed with chalk. Such hollows shall be corrected with addition of asphalt paving materials and rerolling until all paving is completely level and free from hollows and high spots.
- C. The Engineer shall perform in-place density and compaction tests of the completed pavement in accordance with California Test 375 to determine compliance with specified requirements. Test shall be performed as often as necessary to verify compliance, but not less frequently than the following:
  - 1. One test for each street or driveway intersection for which asphalt pavement replacement is required.
  - 2. One test for every 1,000 square yards of asphalt pavement at locations where the paved area exceeds 1,000 square yards.

### **3.04 MAINTENANCE OF PAVEMENT**

- A. Upon completion of final rolling, traffic shall not be permitted on the finished pavement for at least six hours, and until the asphalt concrete has cooled sufficiently to withstand traffic without being deformed.
- B. Finished pavement shall be maintained in finished clean condition until the work is accepted by the District.

END OF SECTION

## 32 01 13 – ASPHALT EMULSION SEAL COAT

### PART 1 – GENERAL

#### 1.01 SUMMARY

A. Furnish all labor, materials, equipment, and incidentals necessary to prepare pavement surfaces and apply asphalt emulsion seal coat to designated roadway surfaces.

B. Work includes:

Surface cleaning.

Crack sealing and minor surface preparation where indicated.

Protection of adjacent improvements.

Application of asphalt emulsion seal coat.

Traffic control and curing protection.

#### 1.02 REFERENCES

A. ASTM D977 – Standard Specification for Emulsified Asphalt.

B. ASTM D2397 – Standard Specification for Cationic Emulsified Asphalt.

C. ISSA A105 – Guidelines for Emulsion-Based Sealers.

D. Manufacturer's published recommendations.

#### 1.03 SUBMITTALS

A. Product Data:

Manufacturer's technical data sheets.

Material Safety Data Sheets.

B. Application Procedures:

Recommended application rates.

Mixing procedures.

Curing requirements.

C. Qualifications:

Contractor shall have a minimum of three years documented experience performing seal coat work of similar size and scope.

#### 1.04 QUALITY ASSURANCE

A. Materials shall be supplied by a single manufacturer.

B. Application shall be performed by experienced personnel using equipment specifically designed for asphalt emulsion seal coat application.

C. Apply materials only under environmental conditions recommended by the manufacturer.

#### 1.05 ENVIRONMENTAL CONDITIONS

A. Do not apply when:

Ambient temperature is below 50°F.

Rain is forecast within 24 hours.

Pavement is damp or frozen.

B. Apply only when pavement surfaces are clean and dry.

### **PART 2 – PRODUCTS**

#### 2.01 ASPHALT EMULSION SEAL COAT

A. Seal Coat Material:

Refined asphalt emulsion meeting ASTM D977 or ASTM D2397.

Mineral-filled asphalt emulsion specifically formulated for pavement preservation.

Color shall be uniform black.

B. Acceptable Products:

SealMaster PMM Asphalt Emulsion Sealer.

Neyra AE Asphalt Emulsion Sealer.

Asphalt Materials, Inc. Asphalt Emulsion Sealer.

Approved equal.

#### 2.02 WATER

A. Clean and free from contaminants detrimental to the seal coat material.

#### 2.03 ADDITIVES

A. Sand, mineral fillers, latex additives, and performance additives may be incorporated when recommended by the manufacturer.

#### 2.04 CRACK FILLER

A. Hot-applied rubberized asphalt crack sealant conforming to ASTM D6690.

### **PART 3 – EXECUTION**

#### 3.01 EXAMINATION

A. Verify pavement surfaces are structurally sound and suitable for seal coat application.

B. Notify Owner of pavement defects requiring repair prior to application.

### 3.02 SURFACE PREPARATION

A. Remove dirt, vegetation, loose aggregate, oil, debris, and foreign material.

B. Mechanically clean pavement using power blowers, sweepers, or approved methods.

C. Seal cracks wider than 1/8 inch prior to seal coat application.

D. Complete all patching and pavement repairs before seal coat operations.

### 3.03 PROTECTION

A. Protect curbs, concrete surfaces, monuments, headstones, landscaping, utility covers, drainage structures, and adjacent improvements from overspray or tracking.

B. Immediately remove spilled material from adjacent surfaces.

### 3.04 APPLICATION

A. Mix and apply seal coat in strict accordance with manufacturer's recommendations.

B. Apply uniformly using spray equipment or squeegee application specifically designed for asphalt emulsion sealers.

C. Application Rate:

First Coat: 0.12 to 0.18 gallons per square yard.

Second Coat: 0.10 to 0.15 gallons per square yard.

Total application rate shall be as recommended by the manufacturer for existing pavement conditions.

D. Apply two coats unless otherwise approved by the Owner.

E. Allow first coat to cure prior to application of second coat.

### 3.05 CURING

A. Restrict traffic until seal coat has fully cured.

B. Contractor shall provide barricades and traffic control as necessary.

C. Repair areas damaged by premature traffic at no additional cost to the Owner.

### 3.06 ACCEPTANCE

A. Finished surface shall exhibit:

Uniform texture.

Uniform color.  
Complete coverage.  
No streaking, ponding, tracking, or bare areas.

B. Recoat deficient areas as directed by the Owner.

END OF SECTION

## 32 17 23 - PAVEMENT MARKING

### PART 1 - GENERAL

#### 1.01 SECTION INCLUDES

- A. Specifications for providing traffic striping and control markings on pavement, parking stall striping, and painted curbs as indicated.
- B. ADA parking signage and truncated domes

#### 1.02 RELATED SECTIONS

- A. Section 32 12 16 - Asphalt Concrete Paving

#### 1.03 REFERENCES

- A. State of California, Department of Transportation (Caltrans), Standard Specifications/ Manuals
  - Section 84 Traffic Stripes and Pavement Markings
  - Section 85 Pavement Markers
  - Traffic Manual Standard Drawings Latest Edition
- B. State of California, Department of Transportation (Caltrans), Standard Test Methods
  - Calif. Test 669 Testing for Specification Compliance of Non-Reflective and Reflective Pavement Markers
- C. California Air Resources Board (CARB)
  - CARB/VOC Permissible Content of Volatile Compounds (VOC in Paints)

#### 1.04 SUBMITTALS

- A. Shop Drawings

Submit drawings and diagrams, indicating stripe width of roadway divider stripes and parking stalls, configuration and dimensions of directional arrows, style and size of letters for "compact car" designation, configuration and dimensions of international handicapped symbol, and any other traffic control markings on pavement, such as "in" and "out" or "enter" and "exit" designations.

B. Certificate of Compliance

Submit evidence or affidavit which certifies that paint to be used complies with latest CARB/VOC regulations.

## **PART 2 - PRODUCTS**

### **2.01 MATERIALS**

A. Traffic Line Paint

Provide paint conforming to the requirements of Section 84 of the Caltrans Standard Specifications, white in color for traffic striping, parking stalls, and other control markings on pavement, yellow in color for traffic control markings where indicated, blue in color for handicapped parking stalls, red in color for curbs where no parking is indicated, white in color for curbs where passenger discharge and pickup is indicated.

B. Thermoplastic Traffic Stripes and Pavement Markings

Provide thermoplastic traffic stripes and pavement markings where indicated, including glass beads, conforming to the requirements of Section 84 of the Caltrans Standard Specifications.

C. Paint for parking stalls and ADA Striping shall be waterborne, white, State Specification PTWB-01R2 (March 2010)

D. Markers

Provide markers and adhesive in accordance with Section 85 of the Caltrans Standard Specifications.

Markers for hydrants 4" x 4" x 3/4", blue prismatic, high-impact plastic conforming to ASTM D-788, Grade 8 and shall conformed to the local Fire Protection District Standards. The hydrant markers shall be attached to the pavement using a hot melt bituminous adhesive conforming to Section 85 of the Standard Specifications.

## **PART 3 - EXECUTION**

### **3.01 APPLICATION**

A. Provide traffic striping and control markings on pavement and parking stalls in accordance with the layout, configurations, and dimensions indicated on the Contract Drawings or Construction Drawings and approved shop drawings.

B. Paint application equipment shall conform to the requirements of the Caltrans Standard Specifications. Place markers in accordance with Section 85 of the Caltrans Standard Specifications.

- C. Traffic control markings and parking stalls shall be applied with the use of substantial cutout patterns and templates, or with striping equipment which applies straight, uniform width, sharp lines. Coverage of paint shall be thorough and complete in accordance with the paint manufacturer's instructions and recommendations.
- D. Where "enter" and "exit" control markings are side-by-side on pavements, indicating two-way traffic, such as "enter and "exit" designations shall be different colors, such as white and yellow, with a centerline separating the two directions of traffic.
- E. Traffic control markings and parking stalls shall be sharp and accurate, straight where required, without fuzziness at edges of lines.
- F. Handicapped parking stalls shall include the International Handicapped Symbol.
- G. At completion, Contractor shall check the work thoroughly and shall touch-up traffic control markings and parking stalls which are not distinct or thorough in coverage, or which are not uniform in color.
- H. Pavement markers shall be placed according to the State Traffic Manual details, except as modified by the project plans or Engineer. All missing and/or broken reflectors shall be replaced within the project limits. The blue reflector shall be installed in the center of the traffic lane adjacent to each fire hydrant. It is the contractor's responsibility to locate each fire hydrant. Pavement markers shall be applied within four days of resurfacing.

### **3.02 FIELD QUALITY CONTROL**

- A. Perform tests in accordance with Caltrans Test 669 to verify compliance with Specification requirements.

END OF SECTION



## 1.04 SUBMITTALS

### A. Product Data

Respective manufacturer's product data for manufactured products.

## 1.05 QUALITY ASSURANCE

### A. Tolerances

1. Construct concrete surfaces within 1/4 inch of the indicated elevation, and deviating not more than 1/8 inch from a 10 foot straightedge placed anywhere on the surface.
2. Slab tolerances shall be as specified in ACI 301.

### B. Finishes

Slab finishes shall be as specified herein accordance with the requirements of ACI 301.

## PART 2 - PRODUCTS

### 2.01 MATERIALS

#### A. Provide Class of Concrete indicated on the Contract Drawings or Construction Drawings.

- a. Provide air-entrainment of three percent ( $\pm$  one percent) with admixture conforming to ASTM C260.
- b. Nominal size of large aggregate shall be 1".
- c. Minimum total cement content shall be 520 pounds per cubic yard of concrete.
- d. Minimum strength of concrete shall be **3500 psi**

#### B. Tie Bars

ASTM A615, Grade 60, of type and size indicated.

#### C. Dowels

Plain round bars meeting requirements of ASTM A615/A615M, Grade 60, of ASTM A663/A663M, Grade 80, epoxy-coated bars, furnished with approved

snugfitting ASTM A53 galvanized pipe sleeve. Provide sleeve with one end closed.

D. Weep Holes

ASTM A53 galvanized pipe of size indicated.

E. Concrete Curing Compound

ASTM C309, Type 1.

F. Epoxy Adhesive

ASTM C881, Type V for load bearing concrete, Grade and Class as determined by project conditions and requirements.

### **PART 3 - EXECUTION**

#### **3.01 PREPARATION OF SUBGRADE**

- A. Excavate for and prepare the subgrade as specified true to the indicated grade and cross section.
- B. Test completed subgrade for correct grade and cross section by means of template supported on side forms.
- C. Dampen subgrade and forms just before placing concrete.

#### **3.02 TYPES OF CONSTRUCTION**

- A. Provide cast-in-place concrete construction, plain or reinforced as indicated. Curbs, gutters, and walks shall be formed accurately to indicated section profile with template screed.
- B. Extruded curbs and gutter, placed by an extrusion machine, may be provided where site conditions are suitable and the extrusion process is appropriate for the purpose.

#### **3.03 JOINTS**

- A. Expansion Joints
  - 1. Construct ½ inch thick expansion joints in the following locations:
    - a. In curb and combination curb and gutter at the locations of expansion joints in the concrete roadway.

- b. In curb or combination curb and gutter, at points where curved and tangent sections join.
  - c. Between curb or combination curb and gutter, and any drain inlet, or similar structure occurring within the limits of the curb or combination curb and gutter.
  - d. At corners in sidewalks, following the projections of the building lines from the corner of the building to the curb.
  - e. Between sidewalks and any permanent structure.
  - f. Between sidewalk and curb.
2. Construct 1/4 inch thick expansion joints in the following locations:
    - a. Through sidewalks at intervals not greater than 15 feet.
    - b. In sidewalks, encircling fixtures more than 12 inches in diameter.
  3. Construct expansion joints as specified in UCS, except that load transfer devices will not be required unless indicated. Shape performed filler to cross section of curbs and combination curb and gutter.

**B. Contraction Joints**

In sidewalks, construct contraction joints in uniform intervals not greater than six feet, by means of a suitable tool which will form a groove 1/2 inch deep and 1/4 inch wide, with the edges rounded to a 1/4 inch radius.

**C. Tooling**

Finish joints with an edging tool having 1/4 inch radius, leaving joints free of mortar and concrete. In preformed type joints, leave joint filler material exposed for full length of joint with clean and true edges.

**D. Joint Sealing**

1. Seal to within 1/8 inch of pavement surface all joints in curbs and gutters, including gutter surfaces of combination curb and gutter sections, all joints between curbs and vehicular pavement, all joints between gutters and vehicular pavement, and all other expansion joints. Do not seal other joints unless so indicated.
2. Do not seal joints until concrete curing is complete. Prior to installation of the joint sealing compound, clean the joints of dirt and other foreign material. Joints may be cleaned with compressed air jets provided that the air in such jets is free of oil or water. Do not fill joints when there is any free water in or adjacent to joints. Joint walls and all surfaces to which the

sealing material is to adhere shall be surface dry for at least three hours prior to sealing.

3. Apply with approved pressurized equipment. Perform sealing joints to make them impervious to water and to prevent the sealing compound from spreading over the surface of the pavement.

### **3.04 FORM REMOVAL**

- A. Remove front curb forms not less than two or more than six hours after placing concrete, but in no case while the concrete is still plastic enough to slump.
- B. Remove other forms not less than 12 hours after finishing is completed.

### **3.05 FINISHING**

- A. Curb and Combination Curb and Gutter:
  1. Trowel the face of curb smooth to a depth of not less than two inches below the flow line, or the flow line of integral curb and gutter, and finish with a steel trowel, all immediately after removal of front curb forms.
  2. Finish all curb edges with a radius of 1/2 inch.
  3. Provide a final fine brush finish to both top and face of curb with brush strokes parallel to the line of the curb, so that both top and front face present the same uniform appearance.
  4. Keep the curb face wet during above finishing operations.
  5. Allow no coarse aggregate to show on the finished curb surface.
- B. Sidewalk, Island Paving and Ramps
  1. After the concrete has been placed, consolidated, struck off, leveled, grooved and edged as specified herein, and in UCS, do not work the concrete further until ready for floating.
  2. Provide "floated finish" or light "broom finish" as indicated in accordance with the requirements of ACI 301.
  3. For pedestrian and wheelchair ramps, and all other surfaces where the Contract Drawings require a non-slip finish, provide a "non-slip finish" in combination with a "floated finish" or "broom finish" in accordance with the requirements of ACI 301.
  4. Broom finish shall be applied perpendicular to the direction of traffic flow.

C. Joints and Edges

As soon as the condition of the work permits, perform joint work, edging and marking. Finish all edges with a radius of 1/4 inch.

**3.06 CURING AND PROTECTION**

- A. Comply with the applicable requirements for curing concrete with liquid membrane-forming curing compound. Do not permit traffic on new concrete pavement until the concrete has cured a minimum period of ten days.
- B. Provide damp curing only for concrete slab surfaces indicated to be treated with concrete hardener and dust proofer.

**3.07 FIELD QUALITY CONTROL**

- A. The engineer shall perform inspections and tests. The Contractor shall provide such samples and services to facilitate testing.

END OF SECTION