



**SARCHITECT, Inc.**

1601 New Stine Rd., Ste. 280

Bakersfield, CA 93309

(661) 397-4377 Fax 397-4378

Date of Stamp / Signature - 10/08/24

IDENTIFICATION STAMP  
DIV. OF THE STATE ARCHITECT

APP: 03-124404 INC:

REVIEWED FOR

SS ☒

FLS ☒

ACS ☒

DATE: 11/15/2024

~~LESSER FUNDED SHADE STRUCTURE~~  
~~AND SITE IMPROVEMENTS~~  
~~AT~~  
~~WASCO HIGH SCHOOL AUDITORIUM~~  
~~1900 SEVENTH STREET~~  
~~WASCO, CA 93280~~  
~~FOR~~  
~~WASCO UNION HIGH SCHOOL DISTRICT~~  
~~BAKERSFIELD, KERN, CALIFORNIA~~

APPROVED  
**WASCO UNION HIGH SCHOOL DISTRICT**

By \_\_\_\_\_  
Board Resolution

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## 01-NOTICE TO CONTRACTORS CALLING FOR BIDS

1. OWNER: Wasco Union High School District
2. PROJECT IDENTIFICATION NAME: Shade Structure and Site Improvements at Wasco High School Auditorium
3. PROJECT LOCATION: 1900 Seventh Street, Wasco, CA 93280
4. PROJECT DESCRIPTION:  
Site improvement contractor shall be responsible for all labor, materials and equipment for site demolition, cut and cap (E) irrigation, earthwork, rough and finish grading, installation of concrete foundation, concrete flatwork, rebar, anchor bolts and erection of District provided shade structure. Site Improvement Contractor shall be responsible for coordination with shade structure manufacturer to ensure a complete and final project.

This project is anticipated to start on approximately **March 10, 2025** and is anticipated to have a duration of 45 calendar days for completion.

5. BID DEADLINE: Bids are due on February 5, 2025 at 2:00pm or at any other date or time as set by Addendum.
6. PLACE OF BID RECEIPT: SCArchitect, Inc.  
1601 New Stine Road, Suite 280  
Bakersfield, CA 93309
7. METHOD OF BID RECEIPT: Personal delivery, courier, or mailed via United States Postal Service to above address.
8. PLACE PLANS ARE ON FILE: The plans and specifications are available for purchase at Blueprint Service Company, 1100 18th Street, Bakersfield, CA. 93301. Phone 661-327-2501, Fax 661-327-9265. This purchase is non-refundable. Contractor will be responsible for all costs relating to purchase of plans and specifications as well as all costs for deliveries utilizing a third-party company. Plans and Specifications are also available through the Bakersfield Builder's Exchange.
9. SEALED BID MARKING: 1355.1 – Shade Structure and Site Improvements at Wasco High School Auditorium Contract II
10. ALTERNATES: N/A
11. MANDATORY JOB WALK:  
Meet at:  
Date: January 22, 2025  
Time: 10:00am  
Location: Wasco High School

If a job walk is required on this project, attendance at the entire job walk is mandatory and failure to attend the entire job walk may result in your bid being rejected as non-responsive. Contact OWNER for details on required job walks and related documentation.

12. PLAN DEPOSIT REQUIRED: See paragraph 8.
13. This is a prevailing wage project. OWNER has ascertained 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 this contract. These rates are on file at OWNER's office, and a copy may be obtained upon request, or at [www.dir.ca.gov](http://www.dir.ca.gov). Contractor shall post a copy of these rates at the job site. ALL PROJECTS OVER \$1,000 ARE SUBJECT TO PREVAILING WAGE MONITORING AND ENFORCEMENT BY THE LABOR COMMISSIONER.

It shall be mandatory upon the contractor to whom the contract is awarded (CONTRACTOR), and upon any SUBCONTRACTOR, to pay not less than the specified rates to all workers employed by them in the execution of the contract.

14. A Payment Bond for contracts over \$25,000 and a Performance Bond for all contracts will be required prior to commencement of work. These bonds shall be in the amounts and form called for in the Contract Documents.
15. Pursuant to the provisions of Public Contract Code Section 22300, CONTRACTOR may substitute certain securities for any funds withheld by OWNER to ensure CONTRACTOR's performance under the contract. At the request and expense of CONTRACTOR, securities equivalent to any amount withheld shall be deposited, at the discretion of OWNER, with either OWNER or a state or federally chartered bank as the escrow agent, who shall then pay any funds otherwise subject to retention to CONTRACTOR. Upon satisfactory completion of the contract, the securities shall be returned to CONTRACTOR.

Securities eligible for investment shall include those listed in Government Code Section 16430, bank and savings and loan certificates of deposit, interest bearing demand deposit accounts, standby letters of credit, or any other security mutually agreed to by CONTRACTOR and OWNER. CONTRACTOR shall be the beneficial owner of any securities substituted for funds withheld and shall receive any interest on them. The escrow agreement shall be in the form indicated in the Contract Documents.

16. To bid on or perform the work stated in this Notice, CONTRACTOR must possess a valid and active contractor's license of the following classification(s) B. No CONTRACTOR or subcontractor shall be qualified to bid on, be listed in a bid proposal, subject to the requirements of § 4104 of the Public Contract Code, for a public works project (submitted on or after March 1, 2015) unless currently registered with the Department of Industrial Relations (DIR) and qualified to perform public work pursuant to Labor Code § 1725.5. No

CONTRACTOR or subcontractor may be awarded a contract for public work on a public works project (awarded after April 1, 2015) unless registered with the DIR. DIR's web registration portal is: [www.dir.ca.gov/Public-Works/Contractors.html](http://www.dir.ca.gov/Public-Works/Contractors.html)

17. CONTRACTOR and all subcontractors must furnish electronic certified payroll records (eCPR) to the Labor Commissioner [specify weekly, bi-weekly or monthly] in PDF format. Registration at [www.dir.ca.gov/Public-Works/Certified-Payroll- Reporting.html](http://www.dir.ca.gov/Public-Works/Certified-Payroll-Reporting.html) is required to use the eCPR system.

The following notice is given as required by Labor Code Section 1771.5(b)(1): CONTRACTOR and any subcontractors are required to review and comply with the provisions of the California Labor Code, Part 7, Chapter 1, beginning with Section 1720, as more fully discussed in the Contract Documents. These sections contain specific requirements concerning, for example, determination and payment of prevailing wages, retention, inspection, and auditing payroll records, use of apprentices, payment of overtime compensation, securing workers' compensation insurance, and various criminal penalties or fines which may be imposed for violations of the requirements of the chapter. Submission of a bid constitutes CONTRACTOR's representation that CONTRACTOR has thoroughly reviewed these requirements.

18. OWNER will retain 5% of the amount of any progress payments.
19. This Project does not require prequalification pursuant to AB 1565 of all general contractors and all mechanical, electrical and plumbing subcontractors. A bid package will not be accepted from any bidder that is required to submit a completed questionnaire and supporting documents pursuant to AB 1565, but has not done so at least ten (10) business days prior to the date fixed for the public opening of sealed bids.

## 02-INSTRUCTIONS TO BIDDERS

**WARNING: READ THIS DOCUMENT CAREFULLY  
DO NOT ASSUME THAT IT IS THE SAME AS OTHER  
SIMILAR DOCUMENTS YOU MAY HAVE SEEN  
EVEN IF FROM THE SAME OWNER**

**PROJECT TITLE/BID #: ESSER Funded Shade Structure and Site Improvements at  
Wasco High School Auditorium**

**OWNER: Wasco Union High School District**

1. Preparation of Bid Form.

The Owner invites bids on the form attached to be submitted at the time and place stated in the Notice to Contractors Calling for Bids. Bids shall be submitted on the prescribed Bid Form, completed in full. All bid items and statements shall be properly and legibly filled out. Numbers shall be stated both in words and in figures where so indicated, and where there is a conflict in the words and the figures, the words shall govern. The signatures of all persons shall be in longhand. Prices, wording, and notations must be in ink or typewritten.

2. Form and Delivery of Bids.

The bid must conform to and be responsive to all Contract Documents and shall be made on the Bid Form provided. The complete bid, together with any additional materials required, shall be enclosed in a sealed envelope, addressed and hand-delivered or mailed to the Owner at the address set forth in the Notice to Contractors Calling for Bids, and must be received on or before the time set for the opening of bids. The envelope shall be plainly marked in the upper left-hand corner with the bidder's name, the project designation, and the date and time for the opening of bids. It is the bidder's sole responsibility to ensure that its bid is received prior to the bid deadline. In accordance with Government Code Section 53068, any bid received after the scheduled closing time for receipt of bids shall be returned to the bidder unopened.

At the time set for the opening of bids, the sealed bids will be opened and publicly read aloud at the place indicated in the Notice to Contractors Calling for Bids. However, if this project calls for prequalification of bidders pursuant to Public Contract Code Section 20111.5, only those sealed bids received from bidders who have been prequalified for at least one day prior to bid opening shall be opened and publicly read aloud.

3. Bid Security.

Each bid shall be accompanied by a bid security in cash, a certified or cashier's check, or bid bond in an amount not less than 10 percent of the total bid price payable to the

Owner. The bid security shall be given as a guarantee that if awarded the contract the bidder will execute and return the Construction Agreement within 10 working days after award of the contract and will furnish on the prescribed forms a satisfactory Payment (labor and material) Bond and separate Performance Bond, in accordance with the Contract Documents and Civil Code Sections 9550 et seq., and certificates evidencing that the required insurance is in effect in the amounts set forth in the Contract Documents. In case of refusal or failure to timely execute the Construction Agreement and furnish the required bonds and insurance certificates, the bid security shall be forfeited to the Owner. If the bidder elects to furnish a bid bond as its bid security, the bidder shall use the bid bond form included in the Contract Documents, unless the Owner elects to waive the use of the form provided, in its sole discretion.

#### 4. Signature.

At the various times such documents are required to be submitted, the Bid Form, all bonds, the Designation of Subcontractors form, all Information Required of Bidder or prequalification forms, Workers Compensation Certificate, Drug-Free Workplace Certification, Non-Collusion Affidavit, Asbestos and Lead Based Paint Certification, Iran Contracting Act Certification, the Construction Agreement, and all Guarantees must be signed in the name of the bidder and must bear the signature of the person or persons duly authorized to sign these documents. Where indicated, if bidder is a corporation, the legal name of the corporation shall first be set forth, together with two signatures: one from among the chairman of the board, president, or vice president, and one from among the secretary, chief financial officer, or assistant treasurer. Alternatively, the signature of other authorized officers or agents may be affixed, if duly authorized by the corporation. Such documents shall include the title of such signatories below the signature and shall bear the corporate seal. Where indicated, if bidder is a joint venture or partnership, the bidder shall submit with the bid certifications signed by authorized officers of each of the parties to the joint venture or partnership, naming the individual (1) who shall be the agent of the joint venture or partnership, (2) who shall sign all necessary documents for the joint venture or partnership and, (3) should the joint venture or partnership be the successful bidder, who shall act in all matters relative to the resulting contract for the joint venture or partnership. If bidder is an individual, his/her signature shall be placed on such documents.

#### 5. Modifications.

Changes in or additions to any of the bid documents, the summary of the work bid upon, or the alternative proposals, or any other modifications which are not specifically called for by the Owner, may result in the Owner's rejection of the bid as not being responsive. No oral or telephonic modification of any bid will be considered. However, prior to the opening of bids, a telegraphic modification signed by the bidder and postmarked and received prior to the opening of bids, or a facsimile modification duly signed by the bidder received prior to the opening of bids, may be considered if included within a sealed bid.



6. Erasures, Inconsistent, or Illegible Bids.

The bid submitted must not contain any erasures, interlineations, or other corrections unless each correction creates no inconsistency and is suitably authenticated and noted by signature of the bidder. In the event of inconsistency between words and figures in the bid, words shall control figures. In the event the Owner determines that any bid is unintelligible, illegible, or ambiguous, the Owner may reject the bid as not being responsive.

7. Examination of Site and Contract Documents.

At its own expense and prior to submitting bids, each bidder shall examine all documents relating to the project, visit the site, and determine the local conditions which may in any way affect the performance of the work, including the general prevailing rate of per diem wages and other relevant cost factors. Each bidder shall be familiar 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. Each bidder shall make such surveys and investigations, including investigation of subsurface or latent physical conditions at the site or where work is to be performed, as it may deem necessary for performance of the work at the price being bid. Each bidder shall determine the character, quality, and quantities of the work to be performed and the materials and equipment to be provided, and shall correlate its observations, investigations, and determinations with all requirements of the project.

The Contract Documents show and describe the existing conditions as they are believed to have been used in the design of the work and are only provided as information for the bidder. **The Owner is not making any warranties regarding this information. The Owner shall not be liable for any loss sustained by the successful bidder resulting from any variance between the conditions and design data given in the Contract Documents and the actual conditions revealed during the bidder's pre-bid examination or during the progress of the work.** Bidder agrees that the submission of a bid shall be incontrovertible evidence that the bidder has complied with and agrees to further comply with all the requirements of this section.

8. Withdrawal of Bids.

Any bid may be withdrawn, either personally, by written request, or by telegraphic or facsimile request confirmed in the manner specified above for bid modifications, at any time prior to the scheduled closing time for receipt of bids. In accordance with this paragraph, the bid security shall be returned for bids withdrawn prior to the scheduled closing time for receipt of bids. No bidder may withdraw any bid for a period of 60 days after the award of the contract. A bidder's unawarded alternative bids remain open for a period of six months after award of contract as irrevocable offers to enter into either change orders or separate contracts for the stated price adjustment.

9. Agreement and Bonds.

The Construction Agreement and the form of the Payment and Performance Bonds which the successful bidder as Contractor will be required to execute are included in the Contract Documents and should be carefully examined by the bidder. The Payment Bond shall be in an amount not less than 100 percent of the amount of the contract in accordance with Civil Code section 9554. The successful bidder as Contractor will also be required to furnish a separate Performance Bond in the amount of 100 percent of the contract amount. Sufficient bonds shall be fully executed and returned to Owner with the executed Construction Agreement.

10. Interpretation of Contract Documents.

If any bidder is in doubt as to the true meaning of any part of the Contract Documents, or finds discrepancies in or omissions from the drawings and specifications, a written request for an interpretation or correction shall be submitted to the Owner. The bidder submitting the written request shall be responsible for its prompt delivery. Any interpretation or correction of the Contract Documents will be made only by addendum issued by the Owner, and a copy of any addendum will be hand-delivered, mailed, or faxed to each bidder known to have received a set of the Contract Documents. No person is authorized to make any oral interpretation of any provision in the Contract Documents, nor shall any oral interpretation be binding on the Owner. If there are discrepancies on drawings, plans, or specifications, or conflicts between drawings, plans, specifications, terms, or conditions, the interpretation of the Owner shall prevail. Bidder shall become familiar with the plans, specifications, and drawings.

**SUBMISSION OF A BID WITHOUT REQUESTING CLARIFICATIONS SHALL BE INCONTROVERTIBLE EVIDENCE THAT THE BIDDER HAS DETERMINED THAT THE PLANS, SPECIFICATIONS, AND DRAWINGS ARE SUFFICIENT FOR BIDDING AND COMPLETING THE WORK, THAT BIDDER IS CAPABLE OF READING, FOLLOWING AND COMPLETING THE WORK IN ACCORDANCE WITH THE PLANS, SPECIFICATIONS, AND DRAWINGS, AND THAT THE PLANS, SPECIFICATIONS, AND DRAWINGS FALL WITHIN AN ACCEPTABLE STANDARD FOR THESE ITEMS, AND THAT BIDDER AGREES THAT THE PROJECT CAN AND WILL BE COMPLETED ACCORDING TO THE OWNER'S TIME LINES AND ACCORDING TO THE PROGRESS SCHEDULE TO BE SUBMITTED BY THE SUCCESSFUL BIDDER INCORPORATING THE OWNER'S TIME LINES FOR COMPLETION OF THE PROJECT.**

11. Bidders Interested in More Than One Bid.

No person, firm, or corporation shall be allowed to make or file or be interested in more than one bid for the same work unless alternate bids are specifically called for by the Owner. 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 disqualified from submitting a proposal or quoting prices to other bidders or submitting a bid on the project.

12. Award of Contract.

(a) The Owner reserves the right to reject any or all bids, or to waive any irregularities or informalities in any bids or in the bidding process, and to award more than one contract. If two identical low bids are received from responsive and responsible bidders, the Owner will determine which bid will be accepted pursuant to Public Contract Code Section 20117.

(b) If made by the Owner, award of the contract will be by action of the governing board or other governing body to the lowest responsive and responsible bidder. In the event an award of the contract is made to a bidder and that bidder fails or refuses to execute the Agreement and provide the required documents within the time required, the Owner may award the contract to the next lowest responsive and responsible bidder or release all bidders. An election by the Owner to reject all bids does not release the bid security of any bidder who has previously been awarded the contract and failed or refused to execute the Agreement and provide the required documents.

(c) In ascertaining the low bidder, the bids will be examined without reference to any substitutions requested by any bidder, whether or not the substitution request would result in a modification of the contract price.

13. Alternatives.

If alternate bids are called for, the contract will be awarded to the lowest responsive and responsible bidder on the basis indicated in the Notice to Contractors Calling for Bids. Owner reserves the right to award or reject any, all, or any combination of the alternates called for in the bid documents, whether or not the alternate(s) was included in the calculations used to identify the low bidder. All bid alternates not part of the contract initially awarded by Owner shall remain open and valid for a period of six months after the contract is awarded as irrevocable offers to enter into either change orders or separate contracts on the items for the price adjustment contained in the bid alternate.

14. Public Contract Code Section 20111.5—Discretionary Prequalification of Bidders.

*[check one]*

☒ Discretionary Prequalification is not required to bid on this project.

☐ Discretionary Prequalification is required to bid on this project. Prospective bidders are required to submit to the Owner a completed prequalification questionnaire and financial statement, on forms provided by the Owner, no later

than five days prior to the date fixed for the public opening of sealed bids. These documents will be the basis for determining which bidders are qualified to bid the project. Bidders will be notified by telephone and mail of their prequalification status within four days after submission of prequalification documents. Bids will not be accepted from any bidder who has not been prequalified at least one day prior to the bid opening. Pursuant to Public Contract Code Section 20111.5, the information in the prequalification questionnaire and financial statement will be kept confidential. Prequalification documents may be obtained by contacting the Owner or by downloading them from .

15. Public Contract Code Section 20111.6—Mandatory Prequalification of General Contractors and Mechanical, Electrical and Plumbing Subcontract Bidders.

*[check one]*

- ☒ Mandatory Prequalification of general contractors and mechanical, electrical and plumbing subcontractors is not required to bid on this project.
- ☐ Mandatory Prequalification of general contractors and mechanical, electrical and plumbing subcontractors is required to bid on this project. Prospective bidders holding licenses in classifications A, B, C-4, C-7, C-10, C-16, C-20, C-34, C-36, C-38, C- 42, C- 43 and C- 46 are required to submit to the Owner a completed prequalification questionnaire and financial statement, on forms provided by the Owner, no later than ten (10) working days prior to the date fixed for the public opening of sealed bids. These documents will be the basis for determining which bidders in the listed license categories are qualified to bid the project. Bidders will be notified by telephone, mail or email of their prequalification status within five (5) working days after submission of prequalification documents. Bids will not be accepted from any bidder who is required to prequalify and who has not been prequalified at least five (5) working days prior to the bid opening. Pursuant to Public Contract Code Section 20111.6, the information in the prequalification questionnaire and financial statement will be kept confidential. Prequalification documents may be obtained by contacting the Owner or by downloading them from .

15. Competency of Bidders.

In selecting the lowest responsive and responsible bidder, consideration will be given not only to the financial standing but also to the general competency of the bidder for performance of the work. By submitting a bid, each bidder agrees that in determining the successful bidder and its eligibility for the award, the Owner may consider the bidder's experience, facilities, conduct, and performance under other contracts, financial condition, reputation in the industry, and other factors relating to or which could affect the bidder's performance of the project.

The Owner may also consider the qualifications and experience of subcontractors and other persons and organizations (including those who are to furnish the principal items of material and equipment) proposed for those portions of the work. Operating costs, maintenance considerations, performance data, and guarantees of materials and equipment may also be considered by the Owner. In this regard, the Owner may conduct such investigations as the Owner deems necessary to assist in the evaluation of any bid and to establish the responsibility, qualifications, and financial ability of the bidder, proposed subcontractors, and other persons and organizations to do the work to the Owner's satisfaction within the prescribed time. The Owner reserves the right to reject the bid of any bidder who does not pass any such evaluation to the satisfaction of the Owner, or in the Owner's sole discretion, to permit substitution of subcontractor(s) found non-responsible.

16. Listing Subcontractors.

Each bidder shall submit a list of the proposed subcontractors, including their address, California contractor's license number and DIR Registration number, on the project as required by the Subletting and Subcontracting Fair Practices Act (Public Contract Code Section 4100 and following sections) on the form furnished with the Contract Documents. If alternate bids are called for and the bidder intends to use different or additional subcontractors, a separate list of subcontractors must be submitted for each such alternate bid. The Owner may request that bidder submit information to assess the responsibility of the bidder's proposed subcontractors. The apparent low bidder shall, within 24 hours of the bid opening, provide a complete listing of all subcontractors, including full name, address, telephone numbers, contractor's license number and type and DIR Registration number.

17. Workers' Compensation.

In accordance with the provisions of Labor Code Section 3700, the successful bidder shall secure the payment of compensation to all employees. The successful bidder awarded the contract shall sign and file with the Owner, at the time of returning the executed Construction Agreement, the certificate which is included as a part of the Contract Documents.

18. Contractor's License.

At the bid opening date and time, if a bidder is not properly licensed and registered to perform the project in accordance with Division 3, Chapter 9, of the California Business and Professions Code, Labor Code section 1725.5 and the Notice Calling for Bids, as required, that bidder's bid will be rejected as non-responsive. Business and Professions Code Section 7028.15 precludes payment for work or materials unless the Registrar of Contractors verifies to the Owner that the bidder was properly licensed at the time the bid was submitted. If this project is federally funded, the bidder must be properly licensed prior to the award of the contract. Any bidder not properly licensed and registered with

DIR is subject to penalties under the law and the contract can be considered void. If the license classification specified in these Contract Documents is that of a “specialty contractor” as defined in Business and Professions Code Section 7058, the specialty contractor awarded the contract for this work shall construct a majority of the work in accordance with the provisions of Business and Professions Code Section 7059.

19. Anti-Discrimination.

It is the policy of the Owner that in all work performed under contracts there be no unlawful discrimination against any prospective or active employee engaged in the work because of race, color, ancestry, national origin, religious creed, sex, age, marital status, physical disability, mental disability, or medical condition. The successful bidder agrees to comply with applicable federal and state laws, including but not limited to the California Fair Employment and Housing Act, beginning with Government Code Section 12900 and Labor Code Section 1735. In addition, the successful bidder agrees to require like compliance by any subcontractors employed on the work by that bidder.

20. Hold Harmless.

The successful bidder awarded the contract shall hold harmless and indemnify various parties as more clearly set forth elsewhere in the Contract Documents.

21. Substitutions.

(a) All bids should be calculated and submitted on the project as described in the bid documents, and on the assumption that substitution requests submitted with the bid will not be approved. Notwithstanding the foregoing, substitution requests submitted with bids will be given due consideration and adjustments to the contract, which may include adjustment to contract price, will be contained in a change order should the request be approved. Bidders not desiring to bid without prior approval of a proposed substitution should follow the procedure contained in this section for pre-bid review of proposed substitutions.

(b) Should the bidder wish to request prior to bid opening any substitution for the specified materials, process, service, or equipment, the bidder shall submit a written request at least ten (10) working days before the bid opening date and time. If the requested substitution is acceptable, the Owner will approve it in an addendum issued to all bidders of record. Requests received less than ten (10) working days prior to bid opening will not be considered prior to the bid date. Extensions of the bid date shall not operate to extend the deadline for requesting substitutions unless the Owner so states in an addendum issued to all bidders of record.

(c) If a substitution is not requested and considered prior to the bid date, the bidder shall submit with the bid all proposed substitutions, if any, on the

Substitution Listing form contained in the bid documents.

(d) With respect to any materials, process, service, or equipment listed in the bid, unless the bidder clearly indicates in its Substitution Listing that it is proposing to use an "equal" material, process, service, or equipment, its bid shall be considered as offering the specified material, process, service, or equipment referred to by the brand name or trade name specified.

(e) Unless expressly authorized in the bid documents, no bid may be conditioned on the Owner's acceptance of a proposed substitution. Any bid containing any such condition may be treated as a non-responsive bid.

(f) It is expressly understood and agreed that the Owner reserves the right to reject any proposed substitution. It is further expressly understood and agreed that in the event the Owner rejects a proposed "equal" item, or any other requested substitution, the specified material, process, service, or equipment designated by brand name or trade name, or other item as specified, will be provided.

(g) No substitution request of any kind or nature may be made after the bid date, except by the express written permission of the Owner and on such terms as Owner may require, or in an emergency, as in the case where a specified material, process, service, equipment, or other item has become unavailable through no fault of the bidder.

(h) These time limitations shall be complied with strictly, and in no case will an extension of time for completion be granted because of the failure to request the substitution of an item at the times and in the manner set forth herein.

(i) Prior to contract award, the Owner shall notify the bidder of the Owner's decision concerning proposed substitutions of "equal" items submitted with the bid. The Owner shall notify bidder of the Owner's decision on any other proposed substitutions as those decisions are made. Notification of all decisions by the Owner shall be in writing, and no proposed substitution shall be deemed approved unless the Owner has confirmed it in writing.

(j) With respect to all proposed substitutions, the requirements applicable to the Contractor in the Contract Documents shall be applicable to all bidders requesting substitutions.

## 22. Surety Qualifications.

Bid bonds executed by a surety insurer admitted in the State of California for purposes of issuance of such bonds will be accepted by Owner as sufficient.

Payment and/or performance bonds executed by a surety insurer admitted in the State of California with a minimum "A minus, VIII" rating (A minus V" when the price stated in the Contract Documents is less than \$500,000) as rated by the current edition of Best's Key Rating Guide published by A.M. Best Company, Oldwick, New Jersey 08858, shall be presumed by Owner to be sufficient for the issuance of such bonds. In the alternative, any admitted surety company which satisfies the requirements set forth in Code of Civil Procedure Section 995.660 shall be accepted and approved for the issuance of bonds, and documents demonstrating satisfaction of the requirements of Section 995.660 with respect to the bid bond must be submitted with the bid. No personal sureties will be accepted.

23. Liquidated Damages.

All work must be completed within the time limits set forth in the Contract Documents. Bidders must understand that the goodwill, educational process, and other business of the Owner will be damaged if the project is not completed within the time limits required. Should the work not be completed within the specified time for completion, the successful bidder awarded the contract may be liable for liquidated damages and for expenses incurred by the Owner for failure to timely complete the project. Such damages shall be deducted from any payments due or to become due to the successful bidder.

**SUBMISSION OF A BID ON THIS PROJECT SHALL BE TAKEN AS CONCLUSIVE AND IRREFUTABLE EVIDENCE THAT BIDDER AGREES WITH THE REQUIREMENTS OF THIS SECTION.**

24. Drug-Free Workplace Certification.

Pursuant to Government Code section 8350 and following, the successful bidder will be required to execute and return to Owner the Drug-Free Workplace Certificate contained in the Contract Documents with the executed Construction Agreement. The bidder will be required to take positive measures outlined in the certificate to ensure the presence of a drug-free workplace. Failure to abide with the conditions set forth in the Drug-Free Workplace Act could result in penalties, including termination of the Construction Agreement or suspension of payment under the Construction Agreement.

25. Non-Collusion Declaration.

In accordance with the provisions of Public Contract Code section 7106, each bid must be accompanied by a Non-Collusion Declaration executed under penalty of perjury under the laws of the State of California.

26. Implementation of Disabled Veteran Business Enterprises Requirements.

In accordance with Education Code Section 17076.11, the Owner has a participation



goal for disabled veteran business enterprises of at least three percent per year of the overall dollar amount of funds allocated to the Owner by the State Allocation Board pursuant to the Leroy F. Greene School Facilities Act of 1998 for construction or modernization and expended each year by the Owner. Prior to and as a condition precedent for final payment under any contract for this project, the successful bidder will be required to provide appropriate documentation to the Owner identifying the amount paid to disabled veteran business enterprises in conjunction with the contract, so the Owner can assess its success at meeting this goal.

27. Asbestos and Lead-Based Paint Certification.

The form of Contractor's Certificate Regarding Non-Asbestos Containing Materials and Exclusion of Lead Products, as contained in the Contract Documents, shall be executed and submitted with the bid.

28. Fingerprinting Requirements.

The successful bidder and all subcontractors at any level will be required to comply with any applicable laws on fingerprinting construction workers. Minimum requirements are set forth in the Contract Documents, and the form for certification of compliance is contained in the Contract Documents. The successful bidder must complete and return this form when directed by Owner.

29. California Products.

Price, fitness, and quality being equal with regard to supplies, the Owner may prefer supplies grown, manufactured, or produced in California. The Owner may next prefer supplies partially grown, manufactured, or produced in California. Where the Owner has a preference, the bids of the suppliers or the prices quoted by them (i) must not exceed by more than five percent the lowest bids/prices quoted by out-of-state suppliers, (ii) the major portion of the manufacture of the supplies is not done outside of California, and (iii) the public good will be served. Refer to specifications for indications of Owner preferences. Government Code Sections 4330-4334.

30. Contractor License And DIR Registration Required.

To perform the work required for this project, Bidder must possess the type of contractor's license specified in the Notice to Contractors Calling for Bids, and must be registered with the Department of Industrial Relations (DIR) as a public works contractor. Contractor registration can be accomplished through the portal <https://efiling.dir.ca.gov/PWCR/>. No CONTRACTOR or subcontractor shall be qualified to bid on, be listed in a bid proposal, subject to the requirements of § 4104 of the Public Contract Code, for a public works project (submitted on or after March 1, 2015) unless currently registered with the DIR and qualified to perform public work pursuant to Labor Code § 1725.5. No CONTRACTOR or subcontractor may be awarded a contract for

public work on a public works project (awarded after April 1, 2015) unless registered with the DIR.

31. Post-Bid Credits.

Should any bidder or proposed subcontractor to any bidder issue any credit or otherwise reduce its bid or quote pertaining to the work of this project, the value of the credit or other reduction shall be passed on to the Owner less only the applicable markups for profit and overhead as specified in the Contract Documents on change orders.

32. Contents of Bid.

The bid will include the following documents: Bid Form, List of Subcontractors, Substitution Listing form, Non-collusion Declaration, Exclusion of Asbestos and Lead Based Paint Products Certification, Contractors' Qualification Questionnaire (if required) Mandatory Prequalification Package (if required), Iran Contracting Act Certification (if required), Bid Bond or other bid security, and Certification of Attendance at Mandatory Job Walk, if a job walk is required on this project.

33. Bid Protests.

Any bidder having submitted a bid on the project may file a protest against the proposed contract award or challenging the validity of other bids. The protest must meet all of the following requirements:

- (a) The protest shall be submitted in writing and shall contain all the materials required by these provisions; one that does not contain all the required material shall not be recognized.
- (b) The protest shall be received by the Owner no later than close of business on the second business day after bid opening; one received after that time shall not be recognized.
- (c) Each protest shall contain the following:
  - (i) Identification by name, address, and telephone number of the protesting person(s), company and/or organization and identification of the project to which the protest pertains.
  - (ii) The protest shall set forth in detail all grounds for the protest, including without limitation all facts, identification by name of any other bids or bidders involved in the protest, all supporting documentation, together with any legal authorities and/or argument in support of the grounds for the protest. Any matters not set forth in the written protest shall be deemed waived. All factual contentions must be supported by competent,

admissible, and credible evidence.

(d) Any protest not conforming to the requirements of this section shall be rejected as invalid.

(e) Where a protest is filed in conformity with this section, the Owner's staff, or such individual(s) as may be designated by the Owner, shall review and evaluate the basis of the protest and provide a written decision to the protesting bidder. The written decision shall either concur with or deny the protest.

(f) Submission of a written protest to and receipt of a written decision from the Owner staff shall be considered an administrative remedy, and failure to follow this procedure shall be a bar to any legal action.

(g) The written decision by the Owner's staff may be appealed to the Owner. The appeal must be filed with the Owner's governing board or other governing body within two business days of the protesting bidder's receipt of the written decision of the Owner's staff.

(h) The appeal must clearly state the reasons and basis for appealing the decision of the Owner's staff, making specific reference to any portions of the material submitted with the protest required.

(i) A hearing on the appeal shall be held before the Owner's governing board or other governing body within 45 days of receipt of the appeal.

(j) The Owner's governing board or other governing body will make a decision within seven days following the hearing. The decision of the Owner's governing board or other governing body is not subject to arbitration, mediation, reconsideration, or further appeal.

(k) Submission of an appeal to and receipt of a decision from the Owner's governing board or other governing body shall be considered an administrative remedy, and failure to follow this procedure shall be a bar to any legal action.

34. Procedure for Protesting Being Deemed A Non-Responsible Bidder.

Any bidder or prospective bidder deemed non-responsible after having submitted a bid may file an appeal of the action to the Owner's governing board or other governing body. The protest must meet all of the following requirements:

(a) The appeal shall be submitted in writing, and shall contain all the materials required by these provisions; one that does not contain all the required material shall not be recognized.

(b) The appeal must be received by the Owner's governing board or other governing body within two business days of the action by Owner giving rise to the protest; one received after that time shall not be recognized.

(c) A hearing on the appeal shall be held before the Owner's governing board or other governing body prior to the award of contract.

(d) The decision of the Owner's governing board or other governing body is not subject to arbitration, mediation, reconsideration, or further appeal.

(e) Submission of a protest to and receipt of a decision from the Owner's governing board or other governing body shall be considered an administrative remedy, and failure to follow this procedure shall be a bar to any legal action.

35. All Projects Over \$1,000 Are Subject to Prevailing Wage Monitoring and Enforcement By the Labor Commissioner

The project is subject to prevailing wage monitoring and enforcement by the DIR, as indicated in the Notice Calling for Bids. The successful bidder and all subcontractors will be subject to the requirements of Subchapter 4.5 of Chapter 8 of Title 8 of the California Code of Regulations. The successful bidder and all subcontractors will be required to furnish certified payroll records to the Labor Commissioner on the frequency specified in the Notice Calling for Bids using the DIR's eCPR system. To access the DIR's eCPR system and to obtain additional information and assistance, bidders may go to DIR website [www.dir.ca.gov/Public-Works/Certified-Payroll-Reporting.html](http://www.dir.ca.gov/Public-Works/Certified-Payroll-Reporting.html). Failure to timely submit certified payroll records may result in debarment from public works projects by the Labor Commissioner for a period of one to three years.

36. Federal Procurement Requirements for ESSER and All Other Federally Funded Purchases and Projects

1. ESSER I, II and III Pre-approval Requirements

Subject to Uniform Grants guidance. Those regulations contain a requirement that capital expenditures for general purpose equipment, buildings, and land, including material improvements thereto, are allowable as direct costs only with prior written approval of the federal awarding agency or pass-through entity (i.e. California Department of Education), as found in the Code of Federal Regulations (CFR) in 2 CFR 200.439(a). Similarly, special purpose equipment are allowable as direct costs, provided that items with a unit cost of %5,000.0 or more have prior written approval as found in 2 CFR 200.439.

2. Purchases of Goods and Services

For all contracts above \$25,000.00 that utilize Federal funds, the Contracts Coordinator must verify if the contractor is debarred or suspended on the System for Award Management (SAM.gov) website. The Federal Procurement

Standards contain additional requirements for purchases above \$250,000.00. District staff considering purchases using Federal funds above this amount are advised to consult with Business Services for specific requirements that may apply to your purchase.

## 03-BID FORM

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

Project: ESSER Funded Shade Structure and Site Improvements at Wasco High School Auditorium

Project #: 1355.1

To: **Wasco Union High School District**, referred to as "OWNER."

A. In compliance with your Notice to Contractors Calling for Bids and related documents, the undersigned bidder, having familiarized itself with the terms of the contract, the local conditions affecting the performance of the contract, the cost of the work at the place where the work is to be done, and the drawings and specifications and other contract documents, proposes and agrees to perform the contract within the time stipulated, including all of its component parts and everything required to be performed, and to provide and furnish any and all of the labor, materials, tools, expendable equipment, and all applicable taxes, utility, and transportation services necessary to perform the contract and complete in a workmanlike manner all of the work required in connection with the above-referenced project, including sheeting, shoring, and bracing, or equivalent method for protection of life and limb in trenches and open excavation in conformance with applicable safety orders, within the time limits set for completion of all work, all in strict conformity with the drawings and specifications and other contract documents, including Addenda Nos. \_\_\_\_\_ thru \_\_\_\_\_ on file at the office of OWNER for the Base Bid sum of:

*[list all]*

\_\_\_\_\_ dollars.

*[written in words]*

\$

*[written in numbers]*

- B. The Bidder agrees that upon written notice of acceptance of this bid, he will execute the contract and provide all bonds and other required documents within ten (10) working days after contract award. Attached is bid security not less than 10 percent of the bid, in the amount of \$ \_\_\_\_\_ in the form of: ☐ (cash) ☐ (bid bond) ☐ (certified check) ☐ (Cashier's Check)

C. The Bidder acknowledges that OWNER reserves the right to accept or reject any and/or all Base Bids and alternate bids. This entire bid shall remain open and active for sixty (60) days after bid opening, and any alternate bids not initially awarded shall remain active, as an irrevocable offer by the Bidder to enter into either a change order or separate contract, for up to six months after award of the contract.

D. It is understood and agreed that if written notice of the acceptance of this bid is mailed, telegraphed, or delivered to the Bidder after the opening of the bid, and within the time this bid is required to remain open, or at any time after that before this bid is withdrawn, the Bidder will execute and deliver to OWNER the Agreement and will also furnish and deliver to OWNER the Performance Bond and a separate Payment Bond as specified, certificates of insurance, and other required documents.

E. It is understood and agreed that should the Bidder fail or refuse to return executed copies of the Construction Agreement, bonds, insurance certificates, and other required documents to OWNER within the time specified, the bid security shall be forfeited to OWNER.

F. In submitting this bid, the Bidder offers and agrees that if the bid is accepted it will assign to OWNER all rights, title, and interest in and to all causes of action it may have under Section 4 of the Clayton Act (15 U.S.C. Section 15) or under the Cartwright Act (Business & Professions Code Section 16700 and following sections) arising from purchases of goods, materials, or services by the Bidder for sale to OWNER pursuant to the bid. Such assignment shall be made and become effective at the time OWNER tenders final payment under the contract. (Public Contract Code Section 7103.5; Government Code Section 4552.)

G. The Bidder hereby certifies that it is, and at all times during the performance of work under the Contract Documents shall be, in full compliance with the provisions of the Immigration Reform and Control Act of 1986 ("IRCA") in the hiring of its employees, and the Bidder shall indemnify, hold harmless, and defend OWNER against any and all actions, proceedings, penalties, or claims arising out of the Bidder's failure to comply strictly with the IRCA.

H. The Bidder understands that a licensed contractor shall not submit a bid to a public agency unless the Bidder's contractor's license number appears clearly on the bid, the license expiration date is stated, and the bid contains a statement that the representations made therein are made under penalty of perjury. Any bid not containing this information, or a bid containing information which is subsequently proven false, may be considered non-responsive and may be rejected by the public agency.

I. Bidder's contractor's license is: \_\_\_\_\_  
[number] [class] [expires]  
\_\_\_\_\_  
[DIR registration number] [expires]

J. Attached is Bidder's AB 1565 Prequalification Questionnaire Validation Form (if required by the Notice to Contractors Calling for Bids, paragraph 20, and the Instructions to Bidders, paragraph 36).

K. The undersigned hereby declares that all of the representations of this bid, including all documents comprising the bid package, are true and are made under penalty of the perjury laws of the State of California.

**INDIVIDUAL/DBA**

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

Print Name: \_\_\_\_\_

Business Address: \_\_\_\_\_

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

**PARTNERSHIP**

Partnership Name: \_\_\_\_\_

\*By: \_\_\_\_\_, Partner

Print Name: \_\_\_\_\_

Business Address: \_\_\_\_\_

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

Names of Other Partners: \_\_\_\_\_



## CORPORATION

Corporation Name: \_\_\_\_\_, a \_\_\_\_\_ Corporation. (State of Incorporation)

Business Address: \_\_\_\_\_

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

\*By: \_\_\_\_\_ [Required] [Seal]  
(President/Chief Executive Officer/Vice President) [Circle One]

Print Name: \_\_\_\_\_

\*By: \_\_\_\_\_ [Required]  
(Secretary/Treasurer/Chief Financial Officer/Assistant Treasurer) [Circle One]

Print Name: \_\_\_\_\_

## JOINT VENTURE

Joint Venturer Name: \_\_\_\_\_

\*Signed by: \_\_\_\_\_ (Joint Venturer)

Print Name: \_\_\_\_\_

Business Address: \_\_\_\_\_

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

Other Parties to Joint Venture:

If an individual joint venturer:

\*By: \_\_\_\_\_ (Signature)  
Print Name: \_\_\_\_\_

If a DBA joint venturer:

\*By: \_\_\_\_\_ (Signature)  
Print Name: \_\_\_\_\_

If a partnership joint venturer:

\*By: \_\_\_\_\_ (Signature)

Print Name: \_\_\_\_\_

If a Corporation joint venturer: \_\_\_\_\_ **[Seal]**

(Name)

A \_\_\_\_\_ Corporation. \_\_\_\_\_  
(State of Incorporation)

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

Print Name: \_\_\_\_\_

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

**\*Important Notice:** Labor Code § 1771.1(a) provides that "A contractor or subcontractor shall not be qualified to bid on, be listed in a bid proposal, subject to the requirements of Section 4104 of the Public Contract Code, or engage in the performance of any contract for public work, as defined in this chapter, unless currently registered and qualified to perform public work pursuant to Labor Code Section 1725.5. It is not a violation of this section for an unregistered contractor to submit a bid that is authorized by Section 7029.1 of the Business and Professions Code or by Section 10164 or 20103.5 of the Public Contract Code, provided the contractor is registered to perform public work pursuant to Section 1725.5 at the time the contract is awarded." Please go to <http://www.dir.ca.gov/Public-Works/PublicWorks.html> for more information and to register. This project is subject to monitoring by the Department of Industrial Relations.

## 04-SUBSTITUTION LISTING

**\*\*TO BE EXECUTED BY BIDDER AND SUBMITTED WITH BID\*\***

**TO: Wasco Union High School District**

1. Pursuant to bidding and contract requirements for the work titled:

**Project Title/Bid #: ESSER Funded Shade Structure and Site Improvements at Wasco High School Auditorium**

The contract sum, proposed by the undersigned on the Bid Form, is for the work as shown on the drawings, described in the specifications, and otherwise defined in the Contract Documents. However, the undersigned proposes the following substitutions for the Owner's consideration. Should the Owner accept any or all of the proposed substitutions, the Bidder agrees to reduce the contract sum by the amount shown. Proposed substitutions must be submitted not later than 10 working days prior to the date of bid opening in order for such request to be reviewed before bidding. All substitutions must be listed on this form and submitted prior to or with the bid or they will not be reviewed.

2. Please complete, attaching additional sheets as necessary:

Bidder proposes [check one]:

☐  
☐

no substitutions.

the following substitutions:

Specified Product or Material	Drawing Number or Specification Section	Proposed Substitution	Proposed Price Reduction

3. All bids should be calculated and submitted on the assumption that substitution requests will not be approved.

4. Bidder hereby certifies that the requested substitutions are equal or better in all respects to what is specified, unless otherwise noted.

**SIGNATURE MUST BE IDENTICAL  
TO THAT PROVIDED ON BID FORM**

BIDDER: \_\_\_\_\_

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

Print Name: \_\_\_\_\_

## **05-LIST OF SUBCONTRACTORS**

### **TO BE SUBMITTED WITH BID**

**PROJECT TITLE: BID #: ESSER Funded Shade Structure and Site Improvements at Wasco High School Auditorium**

**OWNER: Wasco Union High School District**

A. In compliance with the Subletting and Subcontracting Fair Practices Act (Public Contract Code Section 4100 and following sections) and any amendments to the Act, each Bidder shall set forth below:

1. The name, location of the place of business California contractor license number and DIR registration number of:

a. 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 the Construction Agreement.

b. Each subcontractor licensed by the State of California who, under subcontract to the Bidder, specially fabricates and/or installs a portion of the work or improvement according to detailed drawings contained in the plans and specifications, in an amount in excess of one-half of one percent of the Bidder's total bid or Ten Thousand Dollars ( \$10,000), whichever is greater;

2. The portion of the work which will be done by each subcontractor.

B. The Bidder shall list only one subcontractor for each such portion as is defined by the Bidder in this bid.

C. If the Bidder fails to specify a subcontractor, or if the Bidder specifies more than one subcontractor for the same portion of work to be performed under the contract in excess of one-half of one percent of the Bidder's total bid, the Bidder shall be deemed to have agreed that the Bidder is fully qualified to perform that portion, and that the Bidder alone shall perform that portion.

D. No Bidder whose bid is accepted shall (i) substitute any subcontractor, (ii) permit any subcontractor to be voluntarily assigned or transferred, or allow it to be performed by anyone other than the original subcontractor listed in the original bid, or (c) sublet or subcontract any portion of the work in excess of one-half of one percent of the Bidder's total bid as to which the original bid did not designate a subcontractor, except as authorized in the Subletting and Subcontracting Fair Practices Act.

E. Violations of any provision of the Subletting and Subcontracting Fair Practices Act may be deemed by the OWNER to make the bid non-responsive and/or the Bidder non-responsible.

F. Attach additional sheets, as necessary.

SUBCONTRACTOR'S NAME & LOCATION	DESCRIPTION OF PORTION TO BE SUBCONTRACTED	CALIFORNIA CONTRACTOR LICENSE NO.	DIR REGISTRATION NUMBER

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

By: \_\_\_\_\_  
*[Signature must match that on bid]*

Print Name: \_\_\_\_\_

## 06-BID BOND

IF USED BY BIDDER, MUST BE COMPLETED AND SUBMITTED WITH BID  
**PROJECT TITLE/BID #: ESSER Funded Shade Structure and Site Improvements**  
**at Wasco High School Auditorium**

**OWNER: Wasco Union High School District**

KNOW ALL MEN BY THESE PRESENTS, that we, \_\_\_\_\_ as Principal, and \_\_\_\_\_ as Surety, are held and firmly bound unto the \_\_\_\_\_ (referred to as Owner) in the sum of \_\_\_\_\_ percent of the total amount of the bid of the Principal submitted to the Owner for the work and obligations described below for the payment of which sum in lawful money of the United States, well and truly to be made, we jointly and severally bind ourselves, our heirs, executors, administrators, successors, and assigns.

The condition of this obligation is such that whereas the Principal has submitted the accompanying bid dated \_\_\_\_\_, 20\_\_\_\_, for: \$\_\_\_\_\_.

NOW, THEREFORE, if the Principal shall not withdraw said bid within the period specified therein after the opening of the same, or if no period be specified, within 60 days after said opening; and if the Principal is awarded the contract, and shall within the specified period, or if no period is specified, within five working days after the award of the contract, enter into a written contract with the Owner in accordance with the bid as accepted and give bonds with good and sufficient surety or sureties as may be required for the faithful performance and proper fulfillment of such contract and for the payment of labor and materials used for the performance of the contract, provide certificates evidencing the required insurance is in effect (in the amounts required in the contract documents), and provide any other documents required under the contract documents to be submitted at the time the contract is executed, then the above obligation shall be void and of no effect, otherwise to remain in full force and effect.

The Surety, for value received, hereby stipulates and agrees that no change, extension of time, alteration, or addition to the terms of the contract or the call for bids, or to the work to be performed thereunder, or the specifications accompanying the same, shall in any way affect its obligation under this bond, and it does hereby waive notice of any such change, extension of time, alteration, or addition to the terms of said contract or the call for bids, or to the work, or to the specifications.

In the event suit is brought upon this bond by the Owner and judgment is recovered, the Surety shall pay all costs incurred by the Owner in such suit, including a reasonable attorney's fee to be fixed by the court.

IN WITNESS WHEREOF, the parties have executed this instrument under their several seals this       day of       , 20       , the name and corporate party being hereto affixed and duly signed by its undersigned authorized representative.

DATED: \_\_\_\_\_

PRINCIPAL \_\_\_\_\_

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

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

DATED : \_\_\_\_\_

SURETY \_\_\_\_\_

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

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

Note: Signatures of those executing for the Surety must be properly acknowledged.



**07-NONCOLLUSION DECLARATION  
TO BE EXECUTED BY BIDDER AND SUBMITTED WITH BID**

**PROJECT TITLE/BID #:** ESSER Funded Shade Structure and Site Improvements at Wasco High School Auditorium

**OWNER:** Wasco Union High School District

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].

Contractor: \_\_\_\_\_

By \_\_\_\_\_

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

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

**08-EXCLUSION OF LEAD AND ASBESTOS PRODUCTS  
TO BE EXECUTED BY BIDDER AND SUBMITTED WITH BID PROJECT**

**TITLE/BID #:** ESSER Funded Shade Structure and Site Improvements at Wasco High School Auditorium

**OWNER:** Wasco Union High School District

Pursuant to the provisions of the California Education Code for construction, modernization, or renovation of school facilities, lead based paint, lead plumbing, and solders, or other potential sources of lead contamination shall not be utilized in the construction of any new school facility or the modernization or renovation of any existing school facility.

The Contractor agrees that sources and potential sources of lead contamination, whether in products or materials, will not be used in performing work under the Agreement.

In addition, the Contractor agrees that asbestos containing products or materials will not be used in performing work under the Agreement.

At completion of work under the Agreement, the Contractor will warrant and represent to the Owner the following:

1. That no asbestos containing products or materials, or sources or potential sources of lead contamination, were used in performing work under the Agreement.
2. That should any asbestos containing products, or sources or potential sources of lead contamination, be found to have been used by the Contractor or any subcontractor, supplier, or vendor on the Project, the Contractor will replace them, together with all related materials, at no cost to the Owner.
3. That should the replacement require any interruption in the normal operation of the school, the Contractor will pay all costs necessarily incurred to keep the school functioning with the least possible disruption to its day-to-day operations.

Executed at \_\_\_\_\_, California, on \_\_\_\_\_, 2023.

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

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

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

Signed: \_\_\_\_\_  
*[Signature must match that on bid]*

## 09-CONSTRUCTION AGREEMENT

THIS AGREEMENT, dated \_\_\_\_\_, in the County of Kern, State of California, is by and between Wasco Union High School District ("OWNER") and \_\_\_\_\_ ("CONTRACTOR").

For the consideration stated in this Agreement, OWNER and CONTRACTOR agree as follows:

1. Contract Documents. The complete Agreement includes all of the Contract Documents as defined in the General Conditions and any other documents comprising any portion of the bid package, and all modifications, addenda, and amendments of or to any of these documents, all of which are incorporated by reference into this Agreement. The Contract Documents are complementary, and what is called for by any one shall be as binding as if called for by all.

2. Scope of Performance. CONTRACTOR shall perform within the time set forth in Paragraph 4 of this Agreement everything required to be performed, and shall provide and furnish all labor, materials, necessary tools, expendable equipment, and all utility and transportation services described in the Contract Documents and required for construction of

### **ESSER Funded Shade Structure and Site Improvements at Wasco High School Auditorium**

All of the work to be performed and materials to be furnished shall be completed in a good workmanlike manner in strict accordance with the Plans, Drawings, Specifications and all provisions of the Contract Documents as defined above. CONTRACTOR shall be liable to OWNER for any damages arising as a result of a failure to fully comply with this obligation, and CONTRACTOR shall not be excused with respect to any failure to so comply by any act or omission of OWNER, the Architect, Engineer, Inspector, Division of State Architect, or representative of any of them, unless such act or omission actually prevents CONTRACTOR from fully complying with the requirements of the Contract Documents, and unless CONTRACTOR protests at the time of the alleged prevention that the act or omission is preventing CONTRACTOR from fully complying with the Contract Documents. The protest shall not be effective unless reduced to writing and filed with OWNER within three working days of the date of occurrence of the act or omission preventing CONTRACTOR from fully complying with the Contract Documents.

3. Contract Price. Subject to any additions or deductions as provided in the Contract Documents, full consideration for the faithful performance of the contract OWNER shall pay to CONTRACTOR the sum of \$ \_\_\_\_\_.

4. Construction Period. The work shall be commenced on or before the 5<sup>th</sup> day after receiving OWNER's Notice to Proceed and shall be completed within 90 consecutive calendar days from the date specified in the Notice to Proceed.

5. Liquidated and Other Damages. All work must be completed within the time limits set forth in the Contract Documents. If the work is not completed in accordance with the time limits set forth in this Agreement, in accordance with Government Code Section 53069.85, CONTRACTOR shall pay to OWNER as fixed and liquidated damages, and not as a penalty, the sum of \$1000.00 for each calendar day of delay until work is completed and accepted.

Detailed requirements concerning liquidated damages and other damages which may be assessed if CONTRACTOR fails to complete the project within the time period provided in this Agreement are contained in the General Conditions.

6. Insurance. Prior to commencing the work, CONTRACTOR shall take out and maintain during the life of this contract, and shall require all subcontractors, if any, whether primary or secondary, to take out and maintain all insurance as required in the General Conditions.

7. Substitution of Securities. Public Contract Code Section 22300 permits the substitution of securities for any monies withheld by a public agency to ensure performance under a contract. At the request and expense of CONTRACTOR, securities equivalent to the amount withheld shall be deposited with the public agency, or with a state or federally chartered bank in California as the escrow agent, who shall then pay such monies to CONTRACTOR. OWNER retains the sole discretion to approve the bank selected by CONTRACTOR to serve as escrow agent. Upon satisfactory completion of the contract, the securities shall be returned to CONTRACTOR. Securities eligible for investment shall include those listed in Government Code Section 16430 or bank or savings and loan certificates of deposit. CONTRACTOR shall be the beneficial owner of any securities substituted for monies withheld and shall receive any interest thereon.

In the alternative, under Section 22300, CONTRACTOR may request OWNER to make payment of earned retentions directly to the escrow agent at the expense of CONTRACTOR. Also at CONTRACTOR's expense, CONTRACTOR may direct investment of the payments in securities, and CONTRACTOR shall receive interest earned on such investment upon the same conditions as provided for securities deposited by CONTRACTOR. Upon satisfactory completion of the contract, CONTRACTOR shall receive from the escrow agent all securities, interest, and payments received by escrow agent from OWNER pursuant to the terms of Section 22300. Not later than 20 days after receipt of such payment, CONTRACTOR shall pay to each subcontractor the respective amount of interest earned, net of costs attributed to retention withheld from each subcontractor, on the amount of retention withheld to ensure performance of CONTRACTOR.

8. Corporate Status and Authorization. If CONTRACTOR is a corporation, the undersigned hereby represents and warrants that the corporation is duly incorporated and in good standing in the State of \_\_\_\_\_, and \_\_\_\_\_, whose title is \_\_\_\_\_, is authorized to act for and bind the corporation.

9. Posting. Contractor shall be responsible to post job site notices prescribed by Title 8 CCR § 16451 (d) pertaining to prevailing wage monitoring by the Department of Industrial Relations.

10. Entire Agreement. This Agreement, including the Contract Documents incorporated by reference, constitutes the final, complete, and exclusive statement of the terms of the agreement between the parties pertaining to construction of the project. It supersedes all prior and contemporaneous understandings or agreements of the parties. No party has been induced to enter into this Agreement by, nor is any party relying on, any representation or warranty outside those expressly set forth in this Agreement. The Agreement can only be modified by an amendment in writing, signed by both parties and approved by action of OWNER's governing board or other governing body.

11. Parties in Interest. Nothing in this Agreement, whether express or implied, is intended to confer any rights or remedies under or by reason of this Agreement on any person other than the parties to this Agreement and their respective successors and assigns. Nothing in this Agreement, whether express or implied, is intended to relieve or discharge the obligation or liability of any third person to any party to this Agreement, nor shall any provision give any third person any right of subrogation or action against any party to this Agreement.

12. Severability. If any provision of this Agreement is held by a court of competent jurisdiction to be invalid or unenforceable, the remainder of the Agreement shall continue in full force and effect and shall in no way be impaired or invalidated.

13. Governing Law. The rights and obligations of the parties and the interpretation and performance of this Agreement shall be governed by the laws of California, excluding its conflict of laws rules.

The parties have executed this Agreement by the signatures of their authorized representatives effective the date indicated above.

DISTRICT Wasco Union High School District CONTRACTOR\_\_\_\_\_

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

Signature

Kevin Tallon

Print Name Above

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

Signature

Print Name Above

Superintendent

Print Title Above

Print Title Above

[Continued on Following Page]

**[CORPORATE SEAL OF  
CONTRACTOR, if a corporation]**

Contractor's License No. \_\_\_\_\_

Tax ID/Social Security No. \_\_\_\_\_

DIR Registration No. \_\_\_\_\_

**\*Important Notice:** Labor Code § 1771.1(a) provides that “A contractor or subcontractor shall not be qualified to bid on, be listed in a bid proposal, subject to the requirements of Section 4104 of the Public Contract Code, or engage in the performance of any contract for public work, as defined in this chapter, unless currently registered and qualified to perform public work pursuant to Labor Code Section 1725.5. It is not a violation of this section for an unregistered contractor to submit a bid that is authorized by Section 7029.1 of the Business and Professions Code or by Section 10164 or 20103.5 of the Public Contract Code, provided the contractor is registered to perform public work pursuant to Section 1725.5 at the time the contract is awarded.” Please go to <http://www.dir.ca.gov/Public-Works/PublicWorks.html> for more information and to register. This project is subject to monitoring by the Department of Industrial Relations.

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## 10-GENERAL CONDITIONS-GC

**PROJECT TITLE/ BID #: ESSER Funded Shade Structure and Site Improvements at Wasco High School Auditorium**

### ARTICLE 1 DEFINITIONS

A. Action of the Governing Board or Other Governing Body: An official act of the governing board or other governing body of OWNER.

B. Approve: The term “approve,” where used in conjunction with the Architect’s action on the CONTRACTOR’S submittals, applications, and request, is limited to the responsibilities and duties of the Architect stated in General and Supplementary Conditions. Approval shall not release CONTRACTOR from responsibility to fulfill Contract Document requirements, unless otherwise provided in the Contract Documents.

C. Architect: The person, persons, or entity selected by OWNER to provide architectural services to the Project. Architect is an independent contractor and is not an agent of OWNER.

D. Contract Documents: All contract documents, including all official documents on this Project, including the Notice Calling for Bids, Instructions to Bidders, Bid Form, Designation of Subcontractors, Workers’ Compensation Certificate, Performance Bond, Payment Bond, Change Orders, Shop Drawings and their Transmittals, Information Required of Bidder, all prequalification forms submitted pursuant to Public Contract Code sections 20111.5 or 20111.6, if any, Substitution Listing form on any approved substitutions, Non-Collusion Declaration, Insurance Certificates, Guarantees, Contractor’s Certificate Regarding Non-Asbestos and/or Lead Containing Materials, if any, Davis-Bacon Compliance Certification, Fingerprinting Certifications, Labor Compliance Program documents, General Conditions, Supplemental General Conditions, if any, Iran Contracting Act Certification, if any, Special Conditions and/or Requirements, if any, Plans, Drawings, Specifications, the Construction Agreement, and all Modifications, addenda, and amendments of those documents.

E. Modification:

1. A written amendment to the Contract Documents signed by both parties;
2. A fully executed Change Order;
3. A written interpretation issued by the Architect; or
4. A written order for a minor change in the Work issued by the Architect.

F. CONTRACTOR: That entity awarded this Construction Agreement by official action of OWNER. Throughout the Contract Documents CONTRACTOR is treated as being of singular number and neuter gender.

G. Date of Acceptance: The date when all of the following conditions are satisfied:

1. OWNER is able to occupy all portions of the project.
2. The notice of completion is recorded with local authorities.
3. The final verified report is filed with the Division of State Architect of the Department of General Services.
4. Acceptance of project by OWNER's governing board or other governing body.

H. Days: Calendar days unless noted otherwise.

I. Equivalent to: Equal or superior in function and quality and approved by the Architect.

J. Furnish: Means "supply and deliver to the project site, ready for unloading, unpacking, assembly, installation, and similar operations."

K. Indicated: Refers to graphic representations, notes or schedules on the Drawings, or other Paragraphs or Schedules in Specifications, and similar requirements in Contract Documents. Where terms such as "shown," "noted," or "scheduled" are used, it is to help locate the reference; no limitation on locations is intended except as specifically noted.

L. Install: Used to describe operations at the project site, including the actual "unloading, unpacking, assembly, erection, placing, anchoring, applying, working to dimension, finishing, curing, protection, cleaning and similar operations."

M. Installer: An entity engaged by CONTRACTOR, either as an employee, subcontractor, or sub-subcontractor for performance of a particular construction activity, including installation, erection, application, and similar required operations. Installers are required to be experienced in the operations they are engaged to perform and licensed as required in the individual specification sections.

N. Liquidated Damages: Pursuant to Government Code Section 53069.85, this is the specified sum of money that CONTRACTOR shall forfeit and pay to OWNER for

those specified portions of the Project that are uncompleted and delayed beyond the stated completion time.

O. Or Equal: Where named products in specification text are accompanied or are deemed by law to be followed by the term “or equal,” or other language of similar effect, CONTRACTOR shall comply with those Contract Document provisions for “substitutions” when obtaining Architect’s review and consideration.

P. OWNER: The school district, community college district, County Superintendent of Schools, or other public entity executing the Construction Agreement acting through its governing board or other governing body.

Q. Plans: The reproductions of the official drawings adopted and approved by OWNER showing locations, character, dimensions, and details of the work.

R. Project: The undertaking planned by OWNER and CONTRACTOR as provided in the Contract Documents.

S. Project Inspector/Inspector of Record: Any individual or firm retained by OWNER as the on-site inspector for a particular project hired by and paid by OWNER and under general direction of the Architect or registered engineer in charge. The Project Inspector shall be responsible for inspecting all work included in the Contract Documents. A special inspector shall be responsible only for inspecting the work for which he/she is approved. Inspectors are independent contractors and are not agents or employees of OWNER.

T. Project Manual: The volume(s) that include the bidding requirements, sample forms, and all of the initial Contract Documents, such as Conditions of the Contract, Schedules and Details Manual, the Specifications, and the addenda to be used on the Project.

U. Project Site: The space available to CONTRACTOR for performance of the Work, either exclusively or in conjunction with others performing other construction as part of the Project. The extent of the Project Site is shown on the Drawings, and may or may not be identical with the description of the land upon which the Project is to be built.

V. Provide: Includes “provide complete in place,” that is, furnish and install.

W. Refer: Indicates that the subject is defined or specified in further detail at another location in the Contract Documents or elsewhere as indicated. Except, as otherwise noted, “refer” does not imply that CONTRACTOR must purchase or subcontract the subject work in any special manner.

X. Related Work in Other Sections: A nonrestrictive term used throughout the Specifications to coordinate the Work and facilitate checking and bidding.

Y. Required: As required by Contract Documents.

Z. Safety Orders: Issued by Division of Industrial Safety and OSHA Safety and Health Standards for Construction.

AA. Specification: The printed instruction and requirements which complement the plans as to the methods and manner of performing the Work or to the quantities and qualities of the materials to be furnished.

BB. Subcontractor: Includes those having a direct contract with the CONTRACTOR and those who furnish material worked to a special design according to plans, drawings, and Specifications of this work, but does not include those who merely furnish material not so worked.

CC. Surety: The firm or corporation executing CONTRACTOR'S Performance Bond and/or Payment Bond as surety, as the context indicates.

DD. Testing Laboratory: An independent entity engaged to perform specific inspections or test, either at the Project Site or elsewhere, and to report on, and if required, interpret results of those inspections or tests. It is not an agent of OWNER.

EE. Unfinished: Refers to the status of the Work prior to reaching completion, as described in Article 61.

FF. Work: Work of the CONTRACTOR and subcontractors, including all labor or materials (including without limitation, equipment, and appliances), both incorporated in, or to be incorporated in the Project in order to fully meet the requirements of the Contract Documents.

## **ARTICLE 2 STATUS OF CONTRACTOR**

A. CONTRACTOR is and shall at all times be deemed to be an independent contractor and shall be wholly responsible for the manner in which it performs the services required of it by the terms of the Contract Documents.

B. Nothing contained in the Contract Documents shall be construed as creating the relationship of employer and employee, or principal and agent, between OWNER and CONTRACTOR or any of CONTRACTOR'S agents or employees.

C. CONTRACTOR exclusively assumes the responsibility for the acts of its employees as they relate to the services to be provided during the course and scope of

their employment. CONTRACTOR, its agents, and employees shall not be entitled to any rights or privileges of OWNER employees and shall not be considered in any manner to be OWNER employees.

D. OWNER shall be permitted to monitor the activities of CONTRACTOR to determine compliance with the terms of the Contract Documents.

E. Contractors are required by law to be licensed and regulated by the Contractors' State License Board. Any contractor not so licensed is subject to penalties under the law and the Construction Agreement will be considered void pursuant to Business and Professions Code Section 7028.7. Any questions concerning a contractor may be referred to the Registrar, Contractors' State License Board, 3132 Bradshaw Road, Post Office Box 2600, Sacramento, California, 95826.

F. Contractors or subcontractors are not qualified to bid on, be listed in a bid proposal, subject to the requirements of Section 4104 of the Public Contract Code, or engage in the performance of any contract for public work, as defined in this chapter, unless currently registered and qualified to perform public work pursuant to Labor Code Section 1725.5. This project is subject to monitoring by the Department of Industrial Relations.

### **ARTICLE 3 CONTRACTOR SELECTION PROCESS AND PROHIBITED INTERESTS**

A. As a means of maintaining the integrity of the formal selection process, contacts with individual members of OWNER's Board of Trustees or governing body on behalf of any bidding firm relative to this Project will be considered inappropriate.

B. No official of OWNER who is authorized in such capacity and on behalf of OWNER to negotiate, make, accept, or approve, or to take part in negotiating, making, accepting or approving, any architectural, engineering, inspection, construction, or material supply contract, or any subcontract in connection with construction of the Project, shall have any direct or indirect financial interest in any part of this Project.

C. No officer, employee, architect, attorney, engineer, or inspector of or for OWNER who is authorized in such capacity and on behalf of OWNER to exercise any executive, supervisory, or other similar functions in connection with construction of the Project shall have any direct or indirect financial interest in any part of this Project.

D. CONTRACTOR shall receive no compensation and shall repay OWNER for any compensation received should CONTRACTOR aid, abet, or knowingly participate in any violation of this Article.

## **ARTICLE 4 CHANGE IN NAME OR NATURE OF CONTRACTOR'S LEGAL ENTITY**

Before CONTRACTOR makes any change in the name or legal nature of the CONTRACTOR'S entity, CONTRACTOR shall first notify OWNER in writing and cooperate with OWNER in making such changes as OWNER may request in the Contract Documents.

## **ARTICLE 5 DEBARRED CONTRACTOR**

A. Pursuant to Labor Code Sections 1777.1 and 1777.7, a contractor may be prohibited from bidding or performing work as a subcontractor on a public works project.

B. 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, and any public money that may have been paid to a debarred subcontractor by a contractor on the Project shall be returned to the awarding body. 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.

C. Pursuant to Public Contract Code Section 4701, CONTRACTOR shall request the substitution of any subcontractor who has been debarred by the California Labor Commissioner from working as a subcontractor on public work.

## **ARTICLE 6 SUBCONTRACTING**

A. CONTRACTOR agrees to bind each and every subcontractor to the terms of the Contract Documents as far as the terms are applicable to the subcontractor's work. Each subcontract shall contain a reference to Contract Documents, and the terms of the Contract Documents shall be incorporated into and made a part of each subcontract. If CONTRACTOR subcontracts any part of its work under the Construction Agreement, CONTRACTOR shall be responsible to OWNER for any acts and omissions of its subcontractors and of persons either directly or indirectly employed by its subcontractors. Nothing contained in the Contract Documents shall create any contractual relationship between any subcontractor and OWNER.

B. OWNER'S consent to or approval of any subcontractor shall not in any way relieve CONTRACTOR of its obligations under the Contract Documents, and no such consent or approval shall be deemed to waive any provision of the Contract Documents.

C. CONTRACTOR must submit with its bid a Designation of Subcontractors. If CONTRACTOR specifies more than one subcontractor for the same portion of work or fails to specify a subcontractor, and such portion of the work exceeds one-half of one

percent of the total bid, CONTRACTOR agrees that it is fully qualified to perform and shall perform such work itself. The substitution or addition of subcontractors shall be permitted only as authorized by Public Contract Code Sections 4100, et seq.

D. All subcontractors shall be appropriately licensed and registered with DIR to perform the work for which employed in conformity with the laws of the State of California.

E. In accordance with California Business and Professions Code Section 7059, if CONTRACTOR is designated as a "specialty contractor" (as defined in Public Contract Code Section 7058), all of the work to be performed outside of the Contractor's license specialty, except "incidental" work as that term is used in Section 7059(a), shall be performed by a licensed subcontractor in compliance with the Subletting and Subcontracting Fair Practices Act, California Public Contract Code Section 4100, et seq.

F. A copy of each subcontract, if in writing, or if not in writing, then a written statement signed by the Contractor giving the name of the subcontractor and the terms and conditions of such subcontract, shall be filed with OWNER before the subcontractor begins work. Each subcontract will provide for termination in accordance with these General Conditions. Each subcontract shall provide for its annulment by CONTRACTOR at the order of the Architect if in the Architect's opinion the subcontractor fails to comply with the requirements of the Contract Documents insofar as the same may be applicable to this work.

G. Nothing contained in these General Conditions shall relieve CONTRACTOR of any liability or obligation under the Contract Documents, nor shall any permissible substitution or addition of a subcontractor result in any increase in the contract price or in an extension of time for completion of the Project.

H. CONTRACTOR shall require subcontractors to include the provisions of this article in their sub-subcontracts, if any.

I. Each subcontract applicable to this Project is hereby assigned to OWNER, such assignment to become effective only upon termination of the Construction Agreement for cause pursuant to the Contract Documents, and only as to such subcontracts as OWNER may, in its sole discretion, select and provide written notice of such assignment, and such assignments are subject to the rights and obligations of the surety on any applicable bonds, as detailed in the Contract Documents.

## **ARTICLE 7 ARCHITECT'S STATUS**

A. The Architect shall be OWNER's representative during construction and shall observe the progress and quality of the Work on behalf of OWNER. The Architect shall have the authority to act on behalf of OWNER only to the extent expressly provided in the Contract Documents. The Architect shall have authority to stop work whenever necessary, in the Architect's reasonable opinion, to ensure the proper execution of the Work of the Project.

B. The Architect shall be, in the first instance, the judge of the performance of the Work. The Architect shall exercise authority under the Contract Documents to enforce CONTRACTOR's faithful performance.

C. The Architect shall have all authority and responsibility established by law, including Title 24 of the California Code of Regulations. The Architect has the authority to enforce compliance with the Contract Documents and CONTRACTOR shall promptly comply with instructions from the Architect or an authorized representative of the Architect.

D. On all questions related to quantities, acceptability of material, equipment, or workmanship, execution, progress, or sequence of work, the interpretation of plans, specifications, or drawings, and the acceptable performance of CONTRACTOR, the decision of the Architect shall govern and shall be a condition precedent to any payment, unless otherwise ordered by OWNER. CONTRACTOR shall not impair or delay the progress and completion of the Work by virtue of any question or dispute arising out of or related to the foregoing matters, or the instructions of the Architect relating to them.

E. General supervision and direction of the Work by the Architect shall in no way imply that the Architect or its representatives are in any way responsible for the safety of CONTRACTOR or its employees or that the Architect or its representatives will maintain supervision over CONTRACTOR'S construction methods, means, or personnel other than to ensure that the quality of the finished work is in accordance with the Contract Documents.

## **ARTICLE 8 PROJECT INSPECTOR AND INSPECTOR FACILITIES**

A. One or more Project Inspectors ("IOR"), including specialty Inspectors as required, employed by OWNER and operating under direction of the Architect, in accordance with the requirements of the California Code of Regulations Titles 21 and 24, will be assigned to the Work. All work shall be performed under the observation of or with the knowledge of the Project Inspector. The Project Inspector shall have free access to all parts of the Work at any time. CONTRACTOR shall furnish the Project



Inspector with such information as may be necessary to keep the Project Inspector fully informed regarding the progress and manner of work and the character of materials.

B. Observations by the Project Inspector shall not in any way relieve CONTRACTOR from responsibility for full compliance with all terms and conditions of the Contract Documents, or be construed to lessen to any degree CONTRACTOR's responsibility for providing efficient and capable superintendence.

C. The Project Inspector is not authorized to make changes in the drawings or Specifications, nor shall the Project Inspector's approval of the Work and methods relieve CONTRACTOR of responsibility for the correction of subsequently discovered defects, or from its obligation to fully comply with the Contract Documents.

## **ARTICLE 9 COPIES FURNISHED**

CONTRACTOR will be furnished five copies of the drawings and specifications free of charge. Additional copies may be obtained for the cost of reproduction.

## **ARTICLE 10 OWNERSHIP OF DRAWINGS**

All documents prepared on behalf of OWNER including, without limitation the Plans, Specifications, drawings, and other documents, are instruments of service of the Architect and/or its consultants and are the property of OWNER. Neither CONTRACTOR nor any Subcontractor, Sub-subcontractor, material or equipment supplier or anyone else shall own or claim a copyright in such documents. Unless otherwise indicated, the Architect shall be deemed the author of such documents. Such documents are furnished to CONTRACTOR for use solely with respect to this Project, and are not to be used for any other purpose by CONTRACTOR or any Subcontractor, Sub-subcontractor, or material or equipment supplier, or anyone claiming through them without the express written consent of OWNER. CONTRACTOR, Subcontractors, Sub-subcontractors, and material or equipment suppliers are granted a limited license to use and reproduce applicable portions of the documents for use in the execution of their work under the Contract Documents.

## **ARTICLE 11 DOCUMENTS ON WORK**

A. CONTRACTOR shall keep one copy of all Contract Documents, including addenda, change orders, shop drawings, and other modifications, and Titles 19, 21, and 24 of the California Code of Regulations, on the job at all times. The documents shall be kept in good order and accurately marked to record all changes made during construction. The documents shall be available to the Architect and its representatives at all times.

B. CONTRACTOR shall be acquainted with and comply with all statutes and regulations as they relate to this Project. (See particularly the duties of Contractor, Title 24 California Code of Regulations, Sections 4-343.) CONTRACTOR shall also be acquainted with and comply with all provisions of the California Code of Regulations relating to conditions on this Project, particularly Titles 8 and 17.

## **ARTICLE 12 DRAWINGS AND SPECIFICATIONS**

A. Drawings and Specifications are intended to delineate and describe the Project and its component parts sufficiently to enable skilled and competent contractors to intelligently bid upon the work, and to carry the Work to a successful and timely conclusion.

B. Organization of the Specifications into divisions, sections, and articles, and arrangement of drawings, shall not control CONTRACTOR in dividing the Work among subcontractors or in establishing the extent of work to be performed by any trade.

C. The drawings and Specifications describe the work to be performed by CONTRACTOR. Generally, the Specifications describe work which cannot be readily indicated on the drawings and indicate types, qualities, and methods of installation of the various materials and equipment required for the Work. It is not intended to mention every item of work in the Specifications which can be adequately shown on the drawings, or to show on the drawings all items of work described or required by the Specifications even if they could have been shown.

D. The Contract Documents are complementary, and what is required by one shall be as binding as if required by all. The Contract Documents are intended to encompass all labor and materials, equipment, and transportation necessary for proper execution of the Work. Any item of work mentioned in the Specifications and not shown on the drawings, or shown on the drawings and not mentioned in the Specifications, shall be provided by CONTRACTOR as if shown in both.

E. All materials or labor for the Work which are shown either by the Drawings or the Specifications (or are reasonably inferable from the Drawings or the Specifications as being necessary to complete the work) shall be provided by CONTRACTOR, whether or not the work is expressly covered in either the Drawings and/or the Specifications. It is intended that the Work be of sound, quality construction. CONTRACTOR must furnish adequate labor and materials to cover installation of all items indicated, described, or implied in the portion of the Work to be performed.

F. Drawings and Specifications are intended to comply with all laws, ordinances, rules and regulations of authorities having jurisdiction, and where referred to in the Contract Documents, such laws, ordinances, rules and regulations shall be considered as a part of the Contract Documents within the limits specified. If CONTRACTOR

observes that the drawings or Specifications are contrary to applicable law, ordinance, rule or regulation, CONTRACTOR shall immediately notify the Architect in writing, and any changes deemed necessary by the Architect shall be made as provided in the Contract Documents for changes in work. If CONTRACTOR performs any work which CONTRACTOR knows or through the exercise of reasonable diligence should have known to be contrary to any law, rule, regulation, or ordinance without seeking and obtaining clarification, CONTRACTOR shall bear any and all costs arising from it, including without limitation the costs of correction without increase or adjustment to the contract price or the time for performance.

G. Materials or work described in words which have a well-known technical or trade meaning shall be deemed to refer to those recognized standards.

H. It is not the intention of the Contract Documents to go into detailed descriptions of any materials and/or methods commonly known to the trade under "trade name" or "trade term." The mere mention or notation of such "trade name" or "trade term" shall be considered a sufficient notice to CONTRACTOR that it will be required to complete the Work so named with all its incidental and accessory items according to the best practices of the trade.

I. Naming any material and/or equipment requires CONTRACTOR to furnish and install the named material/equipment, including all incidental and accessory items and/or labor necessary to achieve full and complete functioning of the material and/or equipment according to the best practices of the trade(s) involved, unless specifically noted otherwise.

J. Figured dimensions on drawings shall govern, but work not dimensioned shall be as directed. Work not particularly shown or specified shall be the same as similar parts that are shown or specified. Large scale drawings shall take precedence over smaller scale drawings as to shape and details of construction. Specifications shall govern as to materials, workmanship, and installation procedures, provided however that the drawing or specification calling for the higher quality material or workmanship shall prevail, without additional cost to OWNER.

K. In case of inconsistencies in the descriptions of work to be done, equipment to be provided or material to be used, it is intended that the more stringent, higher quality, and greater quantity of work shall apply, without additional cost to OWNER.

L. All items indicated on the drawings or in the Specifications as future items require CONTRACTOR to provide all the mechanical, electrical, and other necessary service hookups or provisions required to make the equipment function as intended. Such items shall be provided to the location where the future item is indicated to be installed.

M. In the event of an inconsistency between the Construction Agreement or General Conditions and the other various Contract Documents, the Construction Agreement or General Conditions shall control.

N. Drawings and specifications are intended to be fully cooperative and to agree. If CONTRACTOR observes that drawings and Specifications are in conflict, CONTRACTOR shall promptly notify the Architect in writing, requesting clarification. Should CONTRACTOR commence work on any part of the Work without seeking clarification, CONTRACTOR waives any claim for extra work or damages as a result of any ambiguity, conflict, or lack of information. Questions regarding interpretation of drawings and Specifications shall be clarified by the Architect in writing.

O. If CONTRACTOR or its subcontractors, material, or equipment suppliers, or any of their officers, agents, and employees performs, permits, or causes the performance of any work to be done under the Contract Documents which it knows, or should have known, to be in error, inconsistent, or ambiguous, or not sufficiently detailed or explained, CONTRACTOR shall bear any and all resulting costs, including without limitation the costs of correction without increase or adjustment to the contract price or the time for performance.

P. Should clarification by the Architect be deemed new or additional work, the cost shall be adjusted as provided in these General Conditions for "Changes and Extra Work," provided however that requirements calling for the higher quality material or workmanship shall prevail without additional cost to OWNER or time adjustment.

Q. In the event the Architect determines that CONTRACTOR's requests for clarification or interpretation are not justified, or do not reflect adequate, competent supervision or knowledge by CONTRACTOR, or by the subcontractors, CONTRACTOR shall be required to pay the Architect's reasonable and customary fees in processing and responding to such requests.

R. Some drawings or other documents may be required of CONTRACTOR. If CONTRACTOR performs, permits, or causes the performance of any work under the documents prepared by or on the behalf of CONTRACTOR which document 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, without increase to or adjustment in the contract price or the time for performance. In no case shall any subcontractor proceed with the work if uncertain without CONTRACTOR'S written direction and/or approval.

S. If it is found at any time, whether before or after completion of the work, that CONTRACTOR has varied from the drawings and/or Specifications in materials, quality, form, or finish, or in the amount or value of the materials and labor used, the Architect shall make a recommendation either: (1) that all such improper work should be

removed, remade, and replaced, and all work disturbed by these changes be made good at CONTRACTOR'S sole expense; or (2) that OWNER deduct from any amount due CONTRACTOR the sum of money equivalent to the difference in value between the work performed and that called for by the drawings and Specifications. The Architect shall determine such difference in value. At its option, OWNER may pursue either recommendation made by the Architect.

## **ARTICLE 13 DETAIL DRAWINGS AND SPECIFICATIONS**

A. In case of ambiguity, conflict, or lack of information, the Architect shall furnish additional instructions, by means of drawings or otherwise, necessary for proper execution of the Work. All drawings and instructions shall be consistent with the Contract Documents, true developments of them, and reasonably inferable from them. Any additional instructions shall be furnished with reasonable promptness, provided that CONTRACTOR informs the Architect of the relationship of the request to the critical path of construction.

B. Work shall be executed in conformity with the Contract Documents and CONTRACTOR shall do no work without proper drawings and instructions.

C. The Architect will furnish necessary additional details to more fully explain the work, which shall be considered as part of the Contract Documents.

D. Should any details be more elaborate, in the opinion of CONTRACTOR, than scale drawings and specifications warrant, CONTRACTOR shall give written notice to the Architect within five days of receipt of the details. In case no notice is given to the Architect within five days, it will be assumed the details are reasonable development of the scale drawings. In case notice is given, the details will be considered and if found justified the Architect will either modify the drawings or shall recommend to OWNER a change order for any extra work involved.

E. All parts of the construction shall be of the best quality of their respective kinds and CONTRACTOR shall use all diligence to become fully involved in the required construction and finish, and in no case to proceed with the different parts of the Work without first obtaining from the Architect directions and/or drawings as may be necessary for proper performance of the Work.

## **ARTICLE 14 SHOP DRAWINGS AND SUBMITTALS**

A. The term "shop drawing" shall be understood to include, but not be limited to detail design calculations, fabrication and installation drawings, lists, graphs, and operating instructions.

B. CONTRACTOR shall check and verify all field measurements and shall promptly submit six copies of all shop or setting drawings, schedules, and material lists required for the work of various trades, checked and approved by CONTRACTOR.

C. All submittals of shop drawings, catalog cuts, data sheets, schedules, and material lists shall be complete and shall conform to contract drawings and specifications. Except where the preparation of a shop drawing is dependent upon the approval of a prior shop drawing, all shop drawings pertaining to the same class or portion of the work shall be submitted simultaneously.

D. Shop drawings shall be submitted at a time sufficiently early to allow review by the Architect and the Division of State Architect (DSA) if required, and to accommodate the rate of construction progress required under the Contract Documents. CONTRACTOR will be required to pay the Architect's reasonable and customary fees to expedite review of shop drawings which are not submitted in timely fashion.

E. Calculations of a structural nature must be approved by the DSA.

F. All shop drawing submittals shall be accompanied by an accurately completed transmittal form using the format provided by OWNER. Any shop drawing submittal not accompanied by the transmittal form, or where all applicable items on the form are not completed, will be returned for resubmittal. CONTRACTOR may authorize a material or equipment supplier to deal directly with the Architect with regard to shop drawings, however ultimate responsibility for the accuracy and completeness of the information contained in the submittal shall remain with CONTRACTOR.

G. Normally, a separate transmittal form shall be used for each specific item or class of material or equipment for which a submittal is required. Transmittal of shop drawings on various items using a single transmittal form will be permitted only when the items taken together constitute a manufacturer's "package" or are so functionally related that expediency indicates review of the group or package as a whole. At its option, CONTRACTOR or suppliers may obtain quantities of the shop drawing transmittal form at reproduction cost from the Architect.

H. CONTRACTOR's review and approval of shop drawings shall include the following stamp:

"CONTRACTOR has reviewed and approved not only the field dimensions but the construction criteria and has also made written notation regarding any information in the shop drawings that does not conform to the Contract Documents. This shop drawing has been coordinated with all other shop drawings received to date by CONTRACTOR and this duty of coordination has not been delegated to subcontractors, material suppliers, the Architect, or the engineers on this Project.

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Signature of CONTRACTOR"

I. The Architect's review of shop drawings will be limited to checking for general agreement with the Contract Documents, and shall in no way relieve CONTRACTOR of responsibility for errors or omissions contained in them, nor shall the review operate to waive or modify any provision contained in the Contract Documents. The Architect's approval of the drawings or schedules shall not relieve CONTRACTOR of its responsibility for deviations from drawings or specifications unless CONTRACTOR has called the Architect's attention to the deviations, in writing, at the time of submission, and secured the Architect's written approval.

J. Fabricating dimensions, quantities of material, applicable code requirements, and other contract requirements shall be CONTRACTOR's responsibility.

K. Within 21 calendar days after receipt of shop drawings, the Architect will return one or more prints of each drawing to CONTRACTOR with the Architect's comments noted on them.

L. If prints of the shop drawings are returned to CONTRACTOR marked "NO EXCEPTIONS TAKEN," formal revision of the drawings will not be required. If prints of the shop drawings are returned to CONTRACTOR marked "MAKE CORRECTIONS NOTED," formal resubmittal of the drawings will not be required. If prints of the shop drawings are returned to CONTRACTOR marked "REVISE AND RESUBMIT," CONTRACTOR shall revise the drawings and resubmit six copies of the revised drawings to the Architect. If prints of the shop drawings are returned to CONTRACTOR marked "REJECTED; RESUBMIT," CONTRACTOR shall resubmit six new copies of the drawing to the Architect.

M. CONTRACTOR shall make a complete and acceptable submittal to the Architect by the second submission of drawings. OWNER shall withhold funds due to CONTRACTOR to cover additional costs of the Architect's review beyond the second submission and any other costs incurred by OWNER.

N. Fabrication of an item shall not be commenced before the Architect has reviewed the pertinent shop drawings and returned copies to CONTRACTOR marked "NO EXCEPTIONS TAKEN," or "MAKE CORRECTIONS NOTED." Revisions indicated on shop drawings shall be considered changes necessary to meet the requirements of the Contract Documents and shall not be taken as the basis of claims for extra work.

O. No work represented by required shop drawings shall be purchased or commenced until the applicable submittal has been approved. The work shall conform to the approved shop drawings and all other requirements of the Contract Documents. CONTRACTOR shall not proceed with any related work which may be affected by the

work covered under shop drawings until the applicable shop drawings have been approved, particularly where piping, machinery, equipment, and/or the required arrangements and clearances are involved.

**P. CONTRACTOR SHALL HAVE NO CLAIM FOR DAMAGES OR EXTENSION OF TIME DUE TO ANY DELAY RESULTING FROM CONTRACTOR HAVING TO MAKE REQUIRED REVISIONS TO SHOP DRAWINGS UNLESS THE ARCHITECT'S REVIEW OF THE DRAWINGS IS DELAYED BEYOND THE TIME PROVIDED IN THE CONTRACT DOCUMENTS AND CONTRACTOR CAN ESTABLISH THAT THE ARCHITECT'S DELAY IN REVIEW ACTUALLY RESULTED IN A DELAY IN CONTRACTOR'S CONSTRUCTION SCHEDULE. CONTRACTOR SHALL NOT BE ENTITLED TO ANY CLAIM FOR DAMAGES RESULTING FROM DSA REVIEW EXTENDING BEYOND 15 CALENDAR DAYS AFTER SUBMITTAL. HOWEVER, OWNER MAY CONSIDER AN EXTENSION OF TIME DUE TO ANY DELAY CAUSED BY DSA REVIEW.**

#### **ARTICLE 15 SAMPLES**

A. Within 35 calendar days following award of contract, or a shorter time as circumstances require, CONTRACTOR shall furnish for approval all samples required in the Specifications, together with catalogs and supporting data required by the Architect. This provision shall not authorize any extension of time for performance of the work. The Architect shall review the samples, as to conformance with design concept of work and compliance with information given in the Contract Documents, and approve or disapprove them within 10 working days from receipt.

B. Unless specified otherwise, sampling, preparation of samples, and tests shall be in accordance with the latest standards of the American Society for Testing and Materials.

C. Upon demand of the Architect or OWNER, designated samples shall be submitted or tests or examinations and considered before incorporation into the Work. CONTRACTOR shall be solely responsible for delays due to samples not being submitted in time to allow for tests. Acceptance or rejection will be expressed in writing. Work shall be equal to approved samples in every respect. Samples which are of value after testing will remain the property of CONTRACTOR.

D. Work commenced before approval of samples subject to tests or examinations shall be at the sole risk of CONTRACTOR. CONTRACTOR alone shall bear the entire cost of repair, removal, or replacement of work commenced prior to approval of samples subject to tests or examinations.



## **ARTICLE 16 WORK TO COMPLY WITH APPLICABLE LAWS AND REGULATIONS**

A. CONTRACTOR shall give all notices and comply with all laws, ordinances, rules, and regulations relating to the Work required by the Contract Documents.

B. If CONTRACTOR observes that the Drawings and/or Specifications are at variance with any applicable law, ordinance, rule, or regulation, CONTRACTOR shall promptly notify the Architect in writing, and any changes deemed necessary by the Architect shall be made as provided in the Contract Documents for changes in work. If CONTRACTOR performs any work which CONTRACTOR knows, or through the exercise of reasonable care should have known, to be contrary to any laws, ordinances, rules, or regulations, and fails to notify the Architect, CONTRACTOR shall bear all arising costs, including without limitation the costs of correction without increase or adjustment to the contract price or the time for performance. Where Plans, Drawings, or Specifications state that materials, processes, or procedures must be approved by the DSA, State Fire Marshall, or other body or agency, CONTRACTOR shall be responsible for satisfying the requirements of those bodies or agencies.

## **ARTICLE 17 WORK AND MATERIALS**

A. Except as otherwise specifically stated in the Contract Documents, CONTRACTOR shall provide and pay for all materials, labor, tools, equipment, water, light, power, transportation, supervision, temporary construction of every kind, and all other services and facilities necessary to perform and complete the Work within the time specified.

B. Unless otherwise specified, all materials shall be new and the best of their respective kinds and grades as noted or specified, and workmanship shall be of good quality.

C. Materials shall be furnished in ample quantities and at times to ensure uninterrupted progress of the work and shall be properly stored and protected. CONTRACTOR shall be solely responsible for any damage or loss by weather, theft, or other causes to materials or work under the Contract Documents. After issuance of the Notice to Proceed by OWNER, CONTRACTOR shall place orders for materials and/or equipment as specified so that delivery may be made without delays to the Work. Upon demand from the Architect, CONTRACTOR shall furnish to the Architect documentary evidence showing that orders have been placed.

D. In the event of failure to comply with the above instructions, OWNER reserves the right to place orders for any materials and/or equipment as it may deem advisable in order that the Work may be completed at the date specified in the Contract Documents, and all expenses incidental to procuring the materials and/or equipment shall be paid for by CONTRACTOR.

E. No material, supplies, or equipment for work under the Contract Documents shall be purchased subject to any chattel mortgage or under a conditional sale or other agreement by which an interest in all or any part is retained by the seller or supplier. CONTRACTOR warrants good title to all material, supplies, and equipment installed or incorporated in the Work, and upon completion of all work agrees to surrender the premises to OWNER, together with all improvements and appurtenances constructed or placed by CONTRACTOR, free from any claims, liens, or charges. CONTRACTOR further agrees that neither CONTRACTOR nor any person, firm, or corporation furnishing any materials or labor for any work covered by the Contract Documents shall have any right to a lien upon the premises or any improvement or appurtenance, except that CONTRACTOR may install metering devices or other equipment of utility companies or political subdivisions, title to which is commonly retained by the utility company or political subdivision. In the event of the installation of any metering device or equipment, CONTRACTOR shall advise OWNER as to its owner. Nothing contained in this article however shall defeat or impair the legal right of persons furnishing material or labor to look to funds due and owing CONTRACTOR for payment. This provision shall be inserted in all subcontracts and material contracts and notice of its provisions shall be given to all persons furnishing material for work when no formal contract is entered into for such material.

F. Title to new materials and/or equipment, and attendant liability for their protection and safety, shall remain in CONTRACTOR until incorporated in the Work and accepted by OWNER. No part of these materials and/or equipment shall be removed from their place of storage except for immediate installation in the Work, and CONTRACTOR shall keep an accurate inventory of all materials and/or equipment in a manner satisfactory to OWNER or its authorized representative.

G. Price, fitness, and quality being equal with regard to supplies, OWNER may prefer supplies grown, manufactured, or produced in California. OWNER may next prefer supplies partially manufactured, grown, or produced in California provided the bids of suppliers or the prices quoted by them do not exceed by more than five percent the lowest bids/prices quoted by out-of-state suppliers, the major portion of the manufacture of the supplies is not done outside of California, and the public good will be served. (Government Code Sections 4330-4334)

## **ARTICLE 18 CONTRACTOR'S SUPERVISION, PROSECUTION, AND PROGRESS**

A. Unless personally present on premises where the work is being done, CONTRACTOR shall maintain competent project supervision at all times during working hours, which includes but is not limited to a Project Manager and all additional personnel necessary to maintain progress of the Project within the approved contract schedule satisfactory to the Architect. The Project Manager shall not be changed except with the written consent of the Architect. The Project Manager shall represent

CONTRACTOR in its absence and all directions given to the Project Manager shall be binding on CONTRACTOR.

B. Unless personally present on premises where the work is being done, CONTRACTOR shall maintain a competent Superintendent on the work site at all times, satisfactory to the Architect. The Superintendent shall not be changed except with the written consent of the Architect. The Superintendent shall represent CONTRACTOR in its absence and all directions given to the Superintendent shall be binding on CONTRACTOR.

C. Before commencing the Work, CONTRACTOR shall give written notice to OWNER and the Architect of the name, qualifications, and experience of CONTRACTOR's proposed Project Manager and Superintendent. If either the Project Manager or Superintendent is found unsatisfactory by OWNER, CONTRACTOR shall replace that person with one acceptable to the OWNER.

D. CONTRACTOR shall supervise and direct the work competently and efficiently, devoting such attention and applying such skills as may be necessary to perform the Work in accordance with the Contract Documents.

E. Before commencing the Work, CONTRACTOR shall verify all grade lines, levels, and dimensions indicated on the Drawings and shall report any apparent error or inconsistencies to the Architect before commencing work. CONTRACTOR shall not proceed until reported apparent errors and inconsistencies are corrected or otherwise resolved by the Architect and OWNER.

F. CONTRACTOR shall establish and maintain all construction grades, lines, and bench marks, and be responsible for their accuracy and protection.

G. CONTRACTOR represents itself to OWNER as a skilled, knowledgeable, and experienced CONTRACTOR who will or has carefully studied and compared the Contract Documents with each other, and CONTRACTOR further represents it has or shall at once report to the Architect any errors, inconsistencies, or omissions discovered in them. CONTRACTOR shall be liable to OWNER for damage resulting from errors, inconsistencies, or omissions in the Contract Documents that CONTRACTOR either:

1. Recognized and knowingly failed to report; or
2. Should have recognized, and which a similarly skilled, knowledgeable, and experienced contractor would have discovered, which CONTRACTOR negligently failed to recognize and report.

H. CONTRACTOR shall verify all indicated dimensions before ordering materials or equipment, or before performing work. CONTRACTOR shall take field measurements,

verify field conditions, and carefully compare the field measurements and conditions and other information known to CONTRACTOR with the Contract Documents before commencing work. Errors, inconsistencies, or omissions discovered shall be reported to OWNER at once. Upon commencement of any item of work, CONTRACTOR shall be responsible for dimensions related to the item of work and shall make any corrections necessary to make work properly fit at no additional cost to OWNER. This responsibility for verification of dimensions is a non-delegable duty and may not be shifted to subcontractors or agents.

I. Omissions from the Plans, drawings, or Specifications, or the mis-description of details of work which are manifestly necessary to carry out the intent of the Plans, drawings, and Specifications, or which are customarily performed, shall not relieve CONTRACTOR from performing such omitted or mis-described work, but they shall be performed as if fully and correctly set forth and described in the Plans, drawings, and Specifications.

J. CONTRACTOR shall be solely responsible for the means, methods, techniques, sequences, and procedures of construction. CONTRACTOR shall be responsible to see that the finished work complies accurately and completely with the Contract Documents

## **ARTICLE 19 SUBSTITUTIONS**

A. CONTRACTOR shall follow all instructions and requirements for substitutions set forth in the Instructions to Bidders and in this article.

B. OWNER desires that whenever possible all substitution requests be resolved prior to contract award. For that reason, no substitution requests, whether of "equal" materials, process, service, equipment, or otherwise, may be made after the bid date except by the express written permission of OWNER and on such terms as OWNER may require, or in the case of an emergency as where a specified material, process, service, equipment or other item has become unavailable through no fault of CONTRACTOR.

C. As to any emergency substitution request, CONTRACTOR shall timely submit the request, together with substantiating data, including substitution warranties, in order to prevent delays arising from the substitution request.

D. With respect to all proposed substitutions:

1. Every substitution request shall be on the substitution request form designated by OWNER, if any, and shall be accompanied by all substantiating data.

2. CONTRACTOR shall furnish with its substitution request all drawings, Specifications, samples, performance data, calculations, and other information as may be required to assist the Architect and OWNER in determining whether the proposed substitution is acceptable, including but not limited to the following:

- a. Identify product by Specifications section and article numbers; provide manufacturer's name and address, trade name of product, and model or catalog number; list fabricators and suppliers as appropriate.
- b. Attach product data as required by Specifications.
- c. List similar projects using product, dates of installation, and names of Architect/Engineer and owner.
- d. Give itemized comparison of proposed substitution with specified product, listing variations and reference to Specifications section and article numbers.
- e. Give quality and performance comparison between proposed substitution and specified product.
- f. Give cost data comparing proposed substitution with specified product and amount of net change to contract sum.
- g. Identify any required license fees or royalties.
- h. List availability of maintenance services and replacement materials.
- i. State the effect of the substitution on the construction schedule, and the effect of any changes required in other work or products; include a document waiving rights to additional payment or time that may become necessary because of the failure of the substitution to perform adequately.

3. OWNER is not responsible for locating or securing any information which is not included in any substantiating data.

4. The proposed substitution must be, in the opinion of OWNER, substantially equal or better in every respect to what is specified. The burden of proof as to the quality or suitability of proposed substitutions shall be borne by CONTRACTOR.

5. With the assistance of the Architect, OWNER shall be the sole judge as to the quality and suitability of proposed substituted items, and decisions of the OWNER shall be final and conclusive.
6. All substitutions shall be submitted with a substitution warranty. Any substitution requests submitted without the warranty will not be considered, but will be returned to CONTRACTOR without review or evaluation. If required by OWNER, CONTRACTOR shall provide an extended warranty for the requested substitution.
7. No extension of time shall be granted if the extension request arises from a request for substitution, whether by reason of delay in making the request, delay in OWNER's approval of the request, delay in obtaining other governmental approvals, delay in coordination of substitutions into or with other work or equipment, delay in obtaining the substituted items, increased time of installation or performance, or for any other reason.
8. Once any part or all of a substitution request has been denied, it is considered always denied.
9. A substitution request shall be submitted separately from any other submittal and shall be clearly marked as a "request for substitution."
10. If the substitution is accepted, CONTRACTOR shall bear all costs and be solely and directly responsible for fitting accepted substitute materials and equipment into the available space in a manner acceptable to the Architect and OWNER, and for the proper operation of the substituted equipment with other equipment with which it may be associated. In addition, CONTRACTOR shall acknowledge in writing on CONTRACTOR's letterhead, that CONTRACTOR accepts complete responsibility for additional costs required for modifications to building or other materials and equipment and additional coordination of work.
11. Any additional time, including Architect review time, and any additional coordination, inspection, materials, equipment, labor, tools, warranty extension, or other items necessary to either accomplish a substitution or arising as a result of a substitution request will be the sole responsibility of and at the sole expense of CONTRACTOR, who will reimburse OWNER for review or redesign services associated with approval by the Architect and obtaining all required approvals by other agencies.
12. CONTRACTOR shall also be responsible for meeting all code requirements whether local, city, county, state, federal, or other.

F. If the substitution requested by CONTRACTOR is not substantially equal or better in every respect to that specified, in the opinion of DISTRICT, CONTRACTOR shall provide and/or perform as specified.

G. In the event CONTRACTOR furnishes a material, process, service, or equipment more expensive than that specified, the difference in cost of such material, process, service, or equipment furnished shall be borne by CONTRACTOR. Any difference in cost between an approved substitution which is lower in cost than the originally specified item shall be refunded by CONTRACTOR to OWNER.

H. Any engineering, design, or approval agencies' fees required to make adjustments in material or work of all trades directly or indirectly affected by the approved substitution shall be borne entirely by CONTRACTOR. If a substitution is approved, any additional time required to obtain shop drawings, order materials, make modifications, perform testing, or whatever else is necessary to make the substitution function properly in place of the originally specified item shall be borne solely by CONTRACTOR. It will also be CONTRACTOR's responsibility to acquire and install the substituted item in the time frame allowed under the Contract Documents. No time extension need be granted to CONTRACTOR for any substitution, except as OWNER in its sole discretion may deem appropriate.

## **ARTICLE 20 PROTECTION OF WORK AND PROPERTY**

A. CONTRACTOR shall be responsible for all damages to persons or property which occur as a result of CONTRACTOR's fault or negligence in connection with performance under the Contract Documents, and for the proper care and protection of all materials delivered and work performed until completion and final acceptance by OWNER. With the exception of damage to the Work caused by "acts of God," as defined in Public Contract Code 7105, CONTRACTOR assumes the risk for damage or destruction of any or all work performed under the Contract Documents. CONTRACTOR shall adequately protect adjacent property from settlement or loss of lateral support as provided by law and this article.

B. CONTRACTOR shall take, and require subcontractors to take, all necessary precautions for safety of workers and shall comply with all applicable federal, state, local, and other safety laws, standards, orders, rules, regulations, and building codes to prevent accidents or injury to persons on, about, or adjacent to the work site and to provide a safe and healthful place of employment. CONTRACTOR shall furnish, erect, and properly maintain at all times, as directed by OWNER or the Architect, or required by conditions and progress of work, all necessary safety devices, safeguards, construction canopies, signs, audible devices for protection of the blind, safety rails, belts and nets, barriers, lights, and watchmen for protection of workers and the public, and shall post danger signs warning against hazards created by such features in the course of construction. CONTRACTOR shall designate a responsible employee whose

duty shall be to post information regarding protection and obligations of workers and other notices required under occupational safety and health laws, to comply with reporting and other occupational safety requirements, and to protect the life, safety, and health of workers. The name and position of the person so designated shall be reported in writing to OWNER by CONTRACTOR. CONTRACTOR shall correct any violation of safety laws, standards, orders, rules, or regulations. Upon issuance of a citation or notice of violation by the California Division of Occupational Safety and Health, the violation shall be corrected immediately by CONTRACTOR at CONTRACTOR's expense.

C. In an emergency affecting safety of life, work, or adjoining property, CONTRACTOR is permitted to act at its discretion without special instruction or authorization from the Architect or OWNER to prevent any threatened loss or injury, and CONTRACTOR shall act if authorized or instructed by the Architect or OWNER. Any compensation claimed by CONTRACTOR for emergency work shall be determined according to the Contract Documents.

D. CONTRACTOR shall (unless waived by OWNER in writing):

1. Provide heat, covering, and enclosures necessary to protect all work, materials, equipment, appliances, and tools against damage by weather conditions;
2. Take adequate precautions to protect existing sidewalks, curbs, pavements, utilities, adjoining property, and structures, and avoid damage to them, and repair any damage caused by construction operations;
3. When performing new construction on existing sites, become informed and take into specific account the maturity of the students on the site, and perform work which may interfere with school routine before or after school hours; enclose the work area with a substantial barricade and arrange work to cause a minimum of inconvenience and danger to students and staff in their regular school activities;
4. Provide substantial barricades around any shrubs or trees to be preserved;
5. Deliver materials to the building area over the route designated by the Architect;
6. Take preventative measures to eliminate excessive dust;



7. Confine apparatus, storage of materials, and the operations of its workers within limits indicated by law, ordinances, permits, or directions of the Architect and not unreasonably encumber the premises with materials;
8. Enforce all instructions of OWNER and the Architect regarding signs, advertising, fires, danger signals, barricades, and smoking, and require that all persons employed on the Work comply with all regulations while on the construction site;
9. Exercise reasonable care to prevent disturbing or covering any survey markers, monuments, or other devices marking property boundaries or corners; if markers are disturbed, they shall be replaced by an approved civil engineer at no cost to OWNER.

## **ARTICLE 21 USE OF ASBESTOS OR LEAD MATERIALS/PRODUCTS**

A. CONTRACTOR shall not use any asbestos or lead containing products or materials in performing the work under the Contract Documents. Upon completion of the Project, CONTRACTOR shall certify in writing to OWNER that no asbestos or lead containing materials or products were used by CONTRACTOR or any subcontractor in performing the work required by the Contract Documents.

B. Should asbestos containing materials be installed by CONTRACTOR in violation of this certification, or if removal of asbestos containing materials is otherwise a part of the Project, decontaminations and removals will meet the following criteria:

1. Decontamination and removal of work found to contain asbestos or work installed with asbestos containing equipment shall be done only under the supervision of a qualified consultant, knowledgeable in the field of asbestos abatement and accredited by Cal-OSHA.
2. Any asbestos removal contractor shall be a Cal-OSHA accredited contractor qualified in the removal of asbestos and shall be chosen and approved by the asbestos consultant who shall have sole discretion and final determination in this matter.
3. The asbestos consultant shall be chosen and approved by OWNER who shall have sole discretion and final determination in this matter.
4. The work will not be accepted until asbestos contamination is reduced to levels deemed acceptable by the asbestos consultant.

C. Cost of all asbestos removal, including but not limited to the cost of an asbestos removal contractor, the cost of the asbestos consultant, analytical and laboratory fees,

time delays, and additional costs as may be incurred by OWNER shall be borne entirely by CONTRACTOR.

D. Interface of work for the Project with work containing asbestos shall be executed by CONTRACTOR at CONTRACTOR's risk and at CONTRACTOR's discretion with full knowledge of the currently accepted standards, hazards, risks, and liabilities associated with asbestos work and asbestos containing materials. By execution of the Construction Agreement, CONTRACTOR acknowledges the above and agrees to hold harmless OWNER, its governing board, or other governing body, employees, agents, and the Architect and assigns for all asbestos liability which may be associated with this work. CONTRACTOR further agrees to instruct CONTRACTOR's employees with respect to the above standards, hazards, risks, and liabilities.

E. Should lead containing materials be installed by CONTRACTOR in violation of this certification, or if removal of lead containing materials is part of the Project, decontaminations and removals will meet the criteria approved by OWNER.

F. The cost of all removals or decontaminations resulting from the installation of materials in violation of this certification shall be at the sole expense of CONTRACTOR.

## **ARTICLE 22 LAYOUT AND FIELD ENGINEERING**

All field engineering required for laying out this Work and establishing grades for earthwork operations shall be furnished by CONTRACTOR at its expense. The work shall be done by a qualified civil engineer approved by the Architect. "As-Built" drawings of site development and utilities' locations and inverts shall be prepared by an approved civil engineer.

## **ARTICLE 23 UTILITIES**

A. All utilities, including but not limited to electricity, water, gas, and telephone used on the Work, shall be furnished and paid for by CONTRACTOR. CONTRACTOR shall furnish and install necessary temporary distribution systems, including meters if necessary, from distribution points to points on the site where the utility is necessary to perform the work. Upon completion of the Work, CONTRACTOR shall remove all temporary distribution systems.

B. If this Project is for an addition to an existing facility, CONTRACTOR may use existing OWNER utilities, with the written permission of OWNER, by making prearranged payments to OWNER for utilities used by CONTRACTOR for construction.

## **ARTICLE 24 UTILITIES: REMOVAL, RESTORATION**

A Pursuant to Government Code section 4215, OWNER assumes the responsibility for removal, relocation, and protection of utilities located on the construction site at the time of commencement of construction with respect to any main or trunkline utility facilities which are not identified in the Plans and Specifications. CONTRACTOR shall not be assessed any delay in completion of the Project caused by OWNER's failure to provide for removal or relocation of utility facilities. OWNER shall compensate CONTRACTOR for the costs of locating, repairing damage not due to CONTRACTOR's failure to exercise reasonable care, and removing or relocating any utility facilities not indicated in the Plans and Specifications with reasonable accuracy, and for equipment necessarily idle during the work, using the provisions of the Contract Documents on changes in the Work.

B. This article shall not be construed to preclude assessment against CONTRACTOR for any other delays in completion of the Work. Nothing in this article shall be deemed to require OWNER to indicate the presence of existing service laterals or appurtenances whenever the presence of those utilities on the construction site can be inferred from the presence of other visible facilities, such as buildings or meter junction boxes on or adjacent to the construction site.

C. If while performing work under the Contract Documents, CONTRACTOR discovers utility facilities not identified by OWNER in the contract Plans or Specifications, CONTRACTOR shall immediately notify OWNER and the utility in writing.

D. As part of the work to be performed, CONTRACTOR shall provide the notices and proceed in accordance with Government Code Sections 4216.2, 4216.3, and 4216.4, and pay all fees charged pursuant to Government Code Section 4216, et seq.

## **ARTICLE 25 SANITARY FACILITIES**

CONTRACTOR shall provide temporary sanitary toilet facilities as required by law and additional facilities as directed by the Project Inspector for the use of all workers. The facilities shall be maintained in a sanitary condition and left at the site until removal is directed by the Project Inspector. Use of toilet facilities contained in the Work under construction shall not be permitted except with the approval of the Project Inspector.

## **ARTICLE 26 LABOR—FIRST AID**

CONTRACTOR shall maintain emergency first aid treatment on the Project for all workers of CONTRACTOR or any subcontractors on the Project, and shall ensure compliance with the Federal Occupational Safety and Health Act of 1970 (29 U.S.C.A., Section 651 et seq.).

## ARTICLE 27 CHANGES AND EXTRA WORK

A. As used in this article, the following definitions shall apply:

1. "Labor" means any amount(s) paid directly to non-supervisory workers (up to and including general foreman) in the form of employee wages and benefits in order to perform the Work. These costs shall include documented payroll cost (wages, payroll taxes, fringe benefits, workers compensation) and general liability insurance as submitted and approved by OWNER.

2. "Material" means all products, equipment, and devices that are physically incorporated into the work to be performed. Any costs or equipment, facilities, or services not physically incorporated in the work to be performed but necessary for its completion shall be considered "overhead." Cash or trade discounts available to the purchaser shall be credited to OWNER. Material costs secured by other than direct purchase and billing will be the price paid to the actual supplier as determined by OWNER. Markup will not be allowed. If cost of materials is deemed excessive, the price will be determined to be the lowest current wholesale price delivered to the site, less cash or trade discount.

3. "Equipment" costs shall include transportation and setup costs, if CONTRACTOR can substantiate that the Work could not have been performed economically with equipment already at the site. Rental costs shall not exceed rates set forth in the then-current "Rental Rate Blue Book," published by Dataquest, Inc., Palo Alto, California, as adjusted to this region. Owned equipment costs shall not exceed rates set forth in the then-current "Cost Reference Guide for Construction Equipment," published by Dataquest. Hours of usage must be documented by CONTRACTOR in order to be the basis for equipment utilization charges for Change Orders. CONTRACTOR will not be allowed to charge for idle equipment.

4. "Overhead" means any necessary costs and expenses incurred in the performance of the Work excluding "labor," "materials," and "equipment" as defined above.

B. Without invalidating the Contract Documents, OWNER may order extra work or make changes by altering, adding to, or deducting from the Work, and the contract sum shall be adjusted accordingly. All the work shall be subject to the conditions of the Contract Documents, except that any claim for extension of time caused by changes shall be adjusted at the time of ordering the change, with adjustments to time being made after CONTRACTOR has justified, through documentation, the impact on the critical path of the Project.

C. In giving instructions, the Architect shall have authority to make minor changes in the Work not involving a change in cost and not inconsistent with purposes of the Project, subject to DSA approval. If so authorized by OWNER, OWNER's Representative, if one has been identified, may authorize changes in work involving a change in cost that does not exceed \$15,000. Otherwise, except in an emergency endangering life or property, no extra work or change shall be performed unless pursuant to a written order from OWNER, and no claim for any addition to the contract amount or time shall be valid unless by written order of OWNER. A Change Order will not be officially approved until ratified by OWNER's Board of Trustees or other governing body.

D. If the Architect determines that the work required to be done constitutes extra work outside the scope of the Contract Documents, the Architect shall send a request for a detailed proposal to CONTRACTOR. CONTRACTOR will respond with a detailed proposal within five calendar days of receipt of the request for proposal. If the work is to be performed by a subcontractor, CONTRACTOR's proposal must include a bid from the subcontractor.

E. If the Architect determines the work required does not constitute extra work, or work for which CONTRACTOR may recover additional compensation, the Architect shall so notify CONTRACTOR. If CONTRACTOR is not in agreement with the determination by the Architect, CONTRACTOR shall immediately give notice of any claim as provided in the Contract Documents. CONTRACTOR shall perform the required work in timely fashion.

F. At the discretion of OWNER, the value of any extra work, change, or deduction shall be determined in one or more of the following ways:

1. By acceptable lump sum proposal from CONTRACTOR, a total sum for the changed work may be mutually determined by OWNER and CONTRACTOR. CONTRACTOR shall furnish a breakdown of the proposed lump sum cost satisfactory to OWNER, which shall be full and final compensation for the change, including time adjustment.

2. By contract unit prices contained in CONTRACTOR's original bid and incorporated in the Contract Documents, or fixed by subsequent agreement between OWNER and CONTRACTOR. Where payment for Change Orders is based on unit prices stipulated in CONTRACTOR's bid, those unit prices shall constitute the total equitable adjustment due for the change. If a change is ordered in an item or work covered by a contract unit price, and the change does not involve a substantial change in the character of the work from that shown on the Plans or included in the Specifications, an adjustment in payment will be made based upon the increase or decrease in quantity and the contract unit price. In the case of such an increase or decrease in a major bid item, the use

of this basis for the adjustment of payment will be limited to that portion of the change which, together with all previous changes to that item, is not in excess of 25 percent of the total cost of such item based on the original quantity and contract unit price. If a change is ordered in an item of work covered by a contract unit price, and the change does involve a substantial change in the character of the work from that shown on the Plans or included in Specifications, an adjustment in payment will be made in accordance with other sections of this article. Should any contract item be deleted in its entirety, payment will be made only for actual costs incurred prior to notification of such deletion.

3. Stipulated contract unit prices are those established by OWNER in the Contract Documents, as distinguished from contract unit prices submitted by CONTRACTOR, and may be used for the adjustment of contract changes. Whether set forth in the Contract Documents or subsequently agreed upon, all contract unit prices shall include overhead, profit, and increased premium on the Surety Bonds.

4. By cost of labor, material, equipment, and subcontract, plus a percentage for overhead and profit. If the value is determined by this method the following requirements shall apply:

a. Daily reports by CONTRACTOR, as follows:

(i) General. At the close of each working day, CONTRACTOR shall submit a daily report to the Architect and the Project Inspector on forms approved by OWNER, together with applicable delivery tickets listing all labor, materials, and equipment involved for that day, and for other services and expenditures, when authorized, concerning extra work items. An attempt shall be made to reconcile the report daily, and it shall be signed by the Architect and CONTRACTOR. In the event of disagreement, pertinent notes shall be entered by each party to explain points which cannot be resolved immediately. Each party shall retain a signed copy of the report. Reports by subcontractors or others shall be submitted through CONTRACTOR.

(ii) Labor. The report shall show names of workers, classifications, and hours worked and hourly rate. Project supervision expenses, including for foremen and above, are not allowed.

(iii) Materials. The report shall describe and list quantities of materials used and unit cost.

(iv) Equipment. The report shall show the type of equipment, size, identification number, and hours of operation, including loading and transportation, if applicable, and hourly/daily costs.

(v) Other Services and Expenditures. Other services and expenditures shall be described in such detail as OWNER may require.

b. Basis for Establishing Costs

(i) Labor. The costs of labor will be the actual cost for wages prevailing locally for each craft classification or type of worker at the time the extra 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 assessments or benefits required by lawful collective bargaining agreements. The use of labor classifications which would increase the extra work cost will not be permitted unless CONTRACTOR establishes the necessity for such additional costs. Labor costs for equipment operators and helpers shall be reported only when such costs are not included in the invoice for equipment rental.

(ii) Materials. The cost of materials reported shall be at invoice or lowest current price at which such materials are locally available and delivered to the work site in the quantities involved, plus sales tax, freight, and delivery. OWNER reserves the right to approve materials and sources of supply, or to supply materials to CONTRACTOR if necessary for the progress of the work. No markup shall be applied to any material provided by OWNER.

(iii) Tool and Equipment Rental. No payment will be made for the use of tools which have a replacement value of \$100 or less or where an invoice is not provided. Regardless of ownership, the rates to be used in determining equipment rental costs shall not exceed listed rates prevailing locally at equipment rental sources or distributors at the time the work is performed. The rental rates paid shall include the cost of fuel, oil, lubrication, supplies, small tools, necessary attachments, repairs and maintenance of any kind, depreciation, storage, insurance, and all incidentals. Necessary loading and transportation costs for equipment used on the extra work shall be included. If equipment is used intermittently, and when not in use could be returned to its rental source at less expense to OWNER than holding it at the work site, it shall be

returned, unless CONTRACTOR elects to keep it at the work site at no expense to OWNER. All equipment shall be acceptable to the Architect in good working condition, and suitable for the purpose for which it is to be used. Manufacturer's ratings and manufacturer's approved modifications shall be used to classify equipment and it shall be powered by a unit of at least the minimum rating recommended by the manufacturer.

(iv) Other Items. OWNER may authorize other items which may be required on the extra work. These items include labor, services, material, and equipment which are different in their nature from those required by the work and which are of a type not ordinarily available from CONTRACTOR or any of the Subcontractors. Detailed invoices covering all such items shall be submitted with the request for payment.

(v) Invoices. Vendors' invoices for material, equipment rental, and other expenditures shall be submitted with the request for payment. If the request for payment is not substantiated by invoices or other documentation, OWNER may establish the cost of the item involved at the lowest price which was current at the time of the report.

c. The following form shall be used by OWNER and CONTRACTOR as applicable to communicate proposed additions and deductions to the Contract Documents.

EXTRA CREDIT

(i) Material (attached itemized quantity and unit cost plus sales tax

(ii) Labor (attached itemized hours and rates)

(iii) Subtotal

(iv) If Subcontractor performed work, add Subcontractor's overhead and profit to portions performed by it, not to exceed 10% of Item (iii) above

(v) Subtotal

(vi) CONTRACTOR's Overhead and Profit, including any increased bond costs, not to exceed 10% of Item (v)

(viii) Total



**5. IT IS EXPRESSLY UNDERSTOOD THAT THE VALUE OF SUCH EXTRA WORK OR CHANGES AS DETERMINED BY ANY OF THESE METHODS EXPRESSLY INCLUDES ANY AND ALL OF CONTRACTOR'S COSTS AND EXPENSES, BOTH DIRECT AND INDIRECT, RESULTING FROM DELAYS OR ADDITIONAL TIME REQUIRED ON THE PROJECT, OR RESULTING FROM ACCELERATED WORK TO AVOID DELAYS TO THE PROJECT.**

G. For changes that increase the contract price, CONTRACTOR may include amounts for overhead and profit. CONTRACTOR's overhead (general and administrative) and profit shall include, but not be limited to additional bond costs, additional job site facilities costs, additional home and field office costs, additional administrative costs, additional cleaning, and additional project supervision costs (which includes but is not limited to a Project Manager and any and all additional personnel necessary to maintain the project progress within the approved contract schedule).

H. CONTRACTOR'S overhead, profit, and additional bond costs on the cost of work performed by CONTRACTOR shall be a total sum not exceeding 10 percent of the cost of work.

I. CONTRACTOR'S overhead, profit, and additional bond costs on the cost of work performed by Subcontractors of all tiers shall be a total sum not exceeding 10 percent of those costs.

J. Subcontractors' (all tiers) overhead and profit on the cost of work performed by Subcontractor shall be a total sum not exceeding 10 percent of the cost of labor, materials, rentals, etc.

K. Overhead and profit shall not be applied to taxes, delivery charges, and insurance by CONTRACTOR or its subcontractors or sub-subcontractors.

L. Before CONTRACTOR is authorized to proceed with extra work or changes on the basis set forth in this Article, OWNER and CONTRACTOR shall be in complete agreement on what the term "costs" shall include and the percentage amount of fixed fee CONTRACTOR is to charge.

M. If CONTRACTOR should claim that any instruction, request, drawing, specification, action, condition, omission, default, or other situation constitutes a change, extra work, or otherwise obligates OWNER to pay additional compensation to CONTRACTOR or to grant an extension of time, or constitutes a waiver of any provision in the Contract Documents, CONTRACTOR shall notify OWNER in writing of such claim within five calendar days from the date CONTRACTOR has actual or constructive notice of the factual basis supporting the claim. The notice shall state the

factual basis for the claim and cite in detail the Contract Documents (including plans and specifications) upon which the claim is based. CONTRACTOR's failure to notify OWNER within the five-day period shall be deemed a waiver and relinquishment of such a claim. If the notice is given within the specified time, the procedure for its consideration shall be as stated in these General Conditions. In the event of failure to agree, the matter shall be treated as a claim following the claims procedures in the Contract Documents.

N. Costs which shall not be paid in Change Orders under the Contract Documents include but are not limited to interest costs of any type, claim preparation or filing costs, costs in preparing or reviewing proposed change orders or proposals, CQR's, ASI's, etc., lost revenue, lost profit, lost income or earnings, rescheduling costs, costs of idled equipment, lost earnings or interest on unpaid retainage, claims consulting costs, costs of corporate officers or staff visiting the site, fluctuation of foreign currency conversion or exchange rate costs, or loss of other business.

O. Notwithstanding any other provision in the Contract Documents, the adjustment in the contract price, if any, and the adjustment in the contract time, if any, set out in a change order shall constitute the entire compensation and/or adjustment in the contract time due CONTRACTOR arising out of the change in the work covered by the change order, including any extensions of time, unless otherwise expressly stated in the change order. The amount of any compensation due CONTRACTOR shall be calculated pursuant to this Article. The compensation shall not include any additional charges not set forth in this Article and shall not include delay damages due to processing a change order or refusal to sign a change order, or any indirect, consequential, or incidental costs, including any project management costs, extended home office and field office overhead, administrative costs, or profit except as such matters may be authorized under this Article.

P. In furtherance of the intent to settle all change orders fully and finally at the issuance date of the change order, the following shall be expressly incorporated in writing and deemed incorporated in all change orders:

**THE COMPENSATION (TIME AND COST) SET FORTH IN THIS CHANGE ORDER COMPRISES THE TOTAL COMPENSATION DUE CONTRACTOR FOR THE CHANGE DEFINED IN THE CHANGE ORDER, INCLUDING IMPACT ON UNCHANGED WORK. ACCEPTANCE OF THIS CHANGE ORDER CONSTITUTES A FULL AND COMPLETE ACCORD AND SATISFACTION OF ANY AND ALL CLAIMS BY CONTRACTOR ARISING OUT OF OR RELATING TO THE CHANGE ORDER, INCLUDING BUT NOT LIMITED TO CLAIMS FOR CONTRACT BALANCE AND RETENTION, TIME, EXTENDED FIELD OR HOME OFFICE, OR OTHER OVERHEAD, ALL ACCELERATION, IMPACT, DISRUPTION AND DELAY DAMAGES, ANY AND ALL OTHER**

**DIRECT AND/OR INDIRECT COSTS, CLAIMS BY SUBCONTRACTORS AND SUPPLIERS, AND ANY AND ALL OTHER CLAIMS AGAINST OWNER FOR TIME OR MONEY, FROM ANY SOURCE AND UNDER ANY LEGAL THEORY WHATSOEVER, AS TO THE SUBJECT OF THIS CHANGE ORDER. NO SIGNATURE UNDER PROTEST OR ACCOMPANIED BY RESERVATION OF RIGHTS OR PROTEST LANGUAGE, OR ANY OTHER ATTEMPTS TO AVOID SUCH WAIVER SHALL BE OF ANY FORCE OR EFFECT WHATSOEVER. NO ADDITIONS OR DELETIONS TO THIS CHANGE ORDER SHALL BE ALLOWED, EXCEPT WITH WRITTEN PERMISSION OF OWNER.**

Q. Within 10 days of the notice to proceed, CONTRACTOR shall submit a detailed list of the field office overhead cost components which are time related and which represent costs incurred as a direct result of time extensions. No allowance for overhead costs and no profit allowance will be allowed on the extended daily field overhead cost component of the change Order. The deviation of an extended home office overhead rate and its application to contract time extensions shall not be allowed.

#### **ARTICLE 28 CORRECTION OF WORK BEFORE FINAL PAYMENT**

A. CONTRACTOR shall promptly remove from the premises all work identified by OWNER as failing to conform to the Contract Documents, whether incorporated or not. CONTRACTOR shall promptly replace and repair its own work to comply with the Contract Documents, without additional expense to OWNER, and shall bear the expense of making good all work of other contractors destroyed or damaged by that removal or replacement, including compensation for the Architect's additional services.

B. If CONTRACTOR does not remove work within a reasonable time following written notification, OWNER may remove and store the material at CONTRACTOR'S expense. If CONTRACTOR does not pay the expenses of removal within 10 days, OWNER may sell the materials at auction or private sale upon 10 days' written notice, and shall account for any net proceeds after deducting all costs and expenses that should have been borne by CONTRACTOR.

#### **ARTICLE 29 DEDUCTIONS FOR UNCORRECTED WORK**

A. If CONTRACTOR defaults or neglects to carry out the Work in accordance with the Contract Documents, or fails to perform any provision of the Contract Documents, after 10 days' written notice to CONTRACTOR, OWNER may make good such deficiencies without prejudice to any other remedy it may have.

B. OWNER shall reduce the total contract price by the cost of making good such deficiencies.

C. If OWNER deems it inexpedient to correct work not performed in compliance with the Contract Documents, an equitable deduction from the contract price shall be made.

### **ARTICLE 30 CLEANING UP**

A. CONTRACTOR shall at all times keep the work site free from debris such as waste, rubbish, and excess materials and equipment caused by this Work. CONTRACTOR shall not leave debris under, in, or about the work site, but shall promptly remove all items.

B. Upon completion of the Work, CONTRACTOR shall clean the interior and exterior of each building, including fixtures, equipment, walls, floors, ceilings, roofs, window sills and ledges, horizontal projections, and any areas where debris has collected. CONTRACTOR shall clean and polish all glass, plumbing fixtures, and finish hardware and similar finish surfaces and equipment, and remove temporary fencing, barricades, planking, sanitary facilities, and similar temporary facilities from the site.

C. If CONTRACTOR fails to clean up at the completion of the Work, OWNER may do so and the cost for such cleanup shall be charged back to CONTRACTOR and may be deducted from future progress or final payments.

D. CONTRACTOR shall not include cleaning as an additional line item for change order payments. Cleaning is included in the overhead expenses included in the CONTRACTOR's and/or Subcontractor's overhead and profit percentage.

### **ARTICLE 31 ACCESS TO WORK**

OWNER and its representatives shall at all times have access to the Work wherever it is in preparation or progress. CONTRACTOR shall provide safe and proper facilities for access so OWNER's representatives may perform their functions under the Contract Documents.

### **ARTICLE 32 GUARANTEE**

A. CONTRACTOR warrants that the Work, including any equipment furnished by CONTRACTOR, shall be:

1. Free from defects in workmanship and material;
2. Free from defects in any design performed by CONTRACTOR;

3. New, and conform and perform to the requirements stated in the Specifications, and where detail requirements are not so stated, shall conform to applicable industry standards; and

4. Suitable for the use stated in the Specifications.

B. The warranty period for discovery of defective work shall commence on the date stamped on the Notice of Completion to verify recording with the County, and shall continue for the period set forth in the Specifications or for one year if not so specified. If during the warranty period the Work is not available for use due to defective work, such time of unavailability shall not be counted as part of the warranty period. The warranty period for corrected defective work shall continue for a duration equivalent to the original warranty period.

C. OWNER shall give CONTRACTOR prompt written notice after discovery of any defective work. CONTRACTOR shall correct any such defective work, as well as any damage to any other part of the Work resulting from such defective work, and provide repair, replacement, or reimbursement, at its sole expense, in a manner approved by OWNER and with due diligence and dispatch as required to make the Work ready for use by OWNER, ordinary wear and tear, unusual abuse, or neglect excepted. Such corrections shall include but not be limited to any necessary adjustments, modifications, changes of design (unless of OWNER's design), removal, repair, replacement, or reinstallation, and shall include all necessary parts, materials, tools, equipment, transportation charges, and labor as may be necessary, and cost of removal. Replacement shall be performed at a time and in such a manner so as to minimize the disruption to OWNER's use of the Work.

D. In the event CONTRACTOR or Surety fails to commence and pursue with diligence any replacements or repairs within one week after being notified in writing, OWNER is authorized to proceed to have any defects repaired at the expense of CONTRACTOR and Surety, and CONTRACTOR and Surety agree to pay the costs and charges immediately on demand.

E. If defective work creates a dangerous condition, in the opinion of OWNER, or requires immediate correction or attention to prevent further loss to OWNER or to prevent interruption or operations of OWNER, OWNER shall attempt to give the notice required by this Article. If CONTRACTOR or Surety cannot be contacted or neither complies with OWNER's request for correction within a reasonable time, as determined by OWNER, without regard to the provisions of this Article, OWNER may proceed to make the correction or provide the attention, and the costs of correction or attention shall be charged against CONTRACTOR. Any action by OWNER shall not relieve CONTRACTOR of the guarantees provided in this Article or elsewhere in the Contract Documents.

F. This article does not in any way limit the guarantee on any items for which a longer guarantee is specified, or any items for which a manufacturer gives a guarantee for a longer period. CONTRACTOR shall furnish OWNER with all appropriate guarantee or warranty certificates upon completion of the Project.

G. All guarantees required under this Article shall be considered to be in writing on the guarantee provided by CONTRACTOR, and CONTRACTOR shall use the form included in the Contract Documents unless otherwise agreed by OWNER.

H. OWNER may collect its reasonable costs and attorneys' fees in any action to enforce this Article.

### **ARTICLE 33 SURVEYS**

OWNER shall furnish all surveys describing the physical characteristics, legal limitations, and utility locations for the site of the Project and a legal description of the site. Surveys to determine locations of construction, grading, and site work shall be provided by CONTRACTOR.

### **ARTICLE 34 SOILS INVESTIGATION REPORT**

A. When a soils investigation report has been obtained from test holes at the site, that report is available for CONTRACTOR's use in preparing its bid and work under the Contract Documents. Any information obtained from the report or any information given on drawings as to subsurface soil conditions or as to elevations of existing grades or elevations of underlying rock, is approximate only, is not guaranteed, and **is not part of the Contract Documents**. CONTRACTOR is required to make a visual examination of the site and must make whatever tests it deems appropriate to determine the actual underground condition of the soil.

B. CONTRACTOR agrees that it will make no claim against OWNER for damages in the event that during progress of the Work, CONTRACTOR encounters subsurface or latent conditions at the site materially different from those shown on drawings or indicated in Specifications or soils reports, or for unknown conditions of an unusual nature which differ materially from those ordinarily encountered in work of the type provided for in the Plans and Specifications.

C. If during the course of work under the Contract Documents CONTRACTOR encounters subsurface or latent conditions which differ materially from those indicated in the soils investigation report, or drawings, or Specifications, CONTRACTOR shall notify OWNER of same within five working days of discovery of the condition.

**WARNING: OWNER does not warrant the soils at the project site. A soils investigation report is provided for CONTRACTOR'S information only.**

**CONTRACTOR represents it has conducted an independent investigation of the project site and the soil conditions of the site. CONTRACTOR is solely responsible to ascertain site conditions for the purposes of determining construction means and methods before commencing construction.**

#### **ARTICLE 35 PERMITS AND LICENSES**

A. All necessary permits and licenses shall be secured and paid for by CONTRACTOR unless otherwise provided in the Contract Documents.

B. All permits, licenses, and certificates shall be delivered to the Architect before demand is made for the certificate of final payment.

C. CONTRACTOR shall, and shall require subcontractors to, maintain appropriate contractor's licenses in effect as required by law throughout the entire Project.

D. Easements for permanent structures or permanent changes in existing facilities shall be secured and paid for by OWNER unless otherwise specified.

E. Permits and charges for installation and inspection of utility services by serving utilities shall be secured and paid for by OWNER.

#### **ARTICLE 36 CUTTING AND PATCHING**

A. CONTRACTOR shall do all cutting, fitting, or patching of the Work as required to make its several component parts come together properly, and fit it to receive or be received by any work of other contractors indicated on, or reasonable implied by, the drawings and Specifications, and shall follow all directions given by the Architect.

B. Any cost caused by defective or ill-timed work shall be borne by CONTRACTOR.

C. CONTRACTOR shall not endanger any work by cutting, excavating, or otherwise altering work, and shall not cut or alter work of any other contractor except with the written consent of the Architect.

D. CONTRACTOR shall be solely responsible for protecting existing work on adjacent properties and shall obtain all required permits for shoring and excavations near property lines.

E. When modifying existing work or installing new work adjacent to existing work, CONTRACTOR shall match the finishes, textures, and colors of the original work as closely as conditions of site and materials will allow, refinishing existing work as required, at no additional cost to OWNER.

F. CONTRACTOR is aware that this Project may be split into several phases. If the Project is split into phases, CONTRACTOR has made allowances for any delays or damages which may arise from coordination with contractors for other phases. If any delays should arise from a contractor working on a different phase, CONTRACTOR's sole remedy for damages, including delay damages, shall be against the contractor who caused such damage and not against OWNER. CONTRACTOR shall provide access to contractors for other phases as necessary to prevent delays and damages to contractors working on other phases of construction.

## **ARTICLE 37 TESTS AND INSPECTIONS**

A. If the Contract Documents, OWNER's instructions, laws, ordinances, or any public authority requires any work to be specially tested or approved, CONTRACTOR shall give notice, in accordance with requirements of such authority, of CONTRACTOR's readiness for observation or inspection. Such notice shall be given at least two working days prior to being tested or covered up. If inspection is by authority other than OWNER, CONTRACTOR shall inform OWNER's Inspector of the date fixed for such inspection. Required certificates of inspection shall be secured by CONTRACTOR. Observations by OWNER shall be promptly made, and where practicable, at the source of supply. If any work is covered up without approval or consent of OWNER, if required by OWNER, it must be uncovered for examination and satisfactorily reconstructed at CONTRACTOR's expense, in compliance with the Contract Documents. The cost of inspection or testing of any materials which are not in compliance with the Contract Documents shall be borne by CONTRACTOR. If the inspection or testing was paid for by OWNER, it will be charged back to and paid by CONTRACTOR. Other costs for tests and inspection of materials shall be paid by OWNER, unless otherwise provided in the Contract Documents.

B. Where the inspection and testing will be conducted by an independent laboratory or agency, the materials or samples of materials to be tested shall be selected by the laboratory or agency, or OWNER's representative, and not by CONTRACTOR.

C. CONTRACTOR shall notify OWNER in writing a sufficient time in advance of the manufacture of any materials to be supplied to CONTRACTOR under the Contract Documents, which materials must be tested according to the terms of the Contract Documents, in order that OWNER may arrange for testing at the source of supply. Materials shipped by CONTRACTOR from the source of supply without having satisfactorily passed testing and inspection, or prior to receipt of notice from OWNER that testing and inspection will not be required, shall not be incorporated into the Work without the prior approval of OWNER and subsequent testing and inspection.

D. Reexamination or retesting of questioned work may be ordered by OWNER, and if so ordered any work must be uncovered by CONTRACTOR. If the work is determined to be in accordance with the Contract Documents, OWNER shall bear the



costs of reexamination or retesting and replacement. If the work is not in accordance with the Contract Documents, CONTRACTOR shall bear the costs.

## **ARTICLE 38 EXCAVATION DEEPER THAN FOUR FEET**

A. CONTRACTOR shall provide adequate sheeting, shoring, and bracing, or equivalent method, for the protection of life and limb in trenches and open excavation. Any such method used shall conform to applicable safety standards.

B. If the Contract Documents involve the excavation of any trench or trenches more than four feet in depth, in advance of excavation CONTRACTOR shall submit to OWNER, or to whomever OWNER designates, a detailed plan showing the design of shoring, bracing, sloping, or other provisions to be made for worker protection from the hazard of caving ground during the excavation of any trench or trenches. If the plan varies from the Shoring System Standards established by the Construction Safety Orders of the Division of Industrial Safety of the Department of Industrial Relations, the plan shall be prepared by a registered civil or structural engineer employed by CONTRACTOR, and all costs of the plan shall be included in the contract price. In no case shall the plan be less effective than that required by the Construction Safety Orders. No excavation of any trench or trenches shall be commenced until the plan has been accepted by CAL-OSHA and a CAL-OSHA permit for the plan is delivered to OWNER.

C. If the Contract Documents involve digging trenches or excavations that extend deeper than four feet below the surface, the following shall apply:

1. Before the following conditions are disturbed, CONTRACTOR shall promptly notify OWNER in writing of any:
  - a. Material that CONTRACTOR believes may be hazardous waste, as defined in Health and Safety Code Section 25117, that is required to be removed to a Class I, Class II, or Class III disposal site in accordance with provisions of existing law.
  - b. Subsurface or latent physical conditions at the site different from those indicated.
  - c. 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 Documents.
2. OWNER 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 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.

3. In the event of a dispute between OWNER and CONTRACTOR concerning whether or not the conditions materially differ or involve hazardous waste, or cause a decrease or increase in CONTRACTOR's cost or time required for performance of any part of the Work, CONTRACTOR shall not be excused from any scheduled completion date provided for by the Contract Documents, but shall proceed with all the work to be performed. 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 contracting parties.

## **ARTICLE 39 WORKERS**

A. At all times, CONTRACTOR shall enforce strict discipline and good order among its employees, shall not employ any unfit person or anyone not skilled in the work assigned, and shall require the same of all subcontractors of all tiers. It shall be the responsibility of CONTRACTOR to ensure subcontractor compliance with this Article.

B. Any person in the employ of CONTRACTOR or subcontractors whom OWNER may deem to be incompetent, unfit, troublesome, or otherwise undesirable, shall be excluded from the work site and shall not again be employed on it except with written consent of OWNER.

## **ARTICLE 40 FINGERPRINTING WORKERS**

A. CONTRACTOR shall comply with the applicable requirements of Education Code sections 45125.1 and 45125.2 with respect to fingerprinting CONTRACTOR's employees and pupil safety. CONTRACTOR shall also ensure that each of its subcontractors on the Project complies with the applicable requirements of sections 45125.1 and 45125.2. To this end, CONTRACTOR must complete and submit to OWNER the certification form included in the Contract Documents for itself and its subcontractors prior to commencing work on the Project. At CONTRACTOR's expense, CONTRACTOR shall comply with any directive from OWNER specifying measures to ensure the safety of pupils, including but not limited to one or more measures described in Education Code section 45125.2(a).

B. Should CONTRACTOR or any subcontractor feel its employees will have limited or less contact with OWNER's pupils, application shall be made to OWNER for a determination on that question. The determination by OWNER shall be final. In the event OWNER makes a determination of limited or less contact with pupils, CONTRACTOR shall comply with any directive by OWNER to ensure the safety of pupils, at CONTRACTOR's expense.

C. Use of Education Code section 45125.2(a)(1), (2), or (3) for compliance with these fingerprinting requirements is subject to prior OWNER approval. The determination by OWNER on the application of any of these sections shall be final.

D. In no event shall any employee of CONTRACTOR or its subcontractors come into contact with OWNER's pupils before the certification is completed and approved by OWNER.

## **ARTICLE 41 WAGE RATES AND PAYROLL RECORDS**

A. Pursuant to the provisions of Article 2 (commencing at Section 1770), Chapter 1, Part 7, Division 2, of the California Labor Code, OWNER has ascertained the general prevailing rate of per diem wages for each craft, classification, or type of worker needed to execute the work of the Project in the locality in which this public work is to be performed. The general prevailing rates of per diem wages are available at OWNER's office. CONTRACTOR is responsible to pay those rates determined to be applicable by the Director of the Department of Industrial Relations and OWNER shall not be responsible for any damages arising from the error.

B. When permitted by law, holiday and overtime work shall be paid at a rate of at least one and one-half times the specified rate of per diem wages, unless otherwise specified.

C. CONTRACTOR shall pay and shall cause to be paid to each worker engaged in work on the Project not less than the general prevailing rate of per diem wages, regardless of any contractual relationship which may exist between CONTRACTOR or any Subcontractor and such workers.

D. Pursuant to Labor Code Section 1775, CONTRACTOR shall forfeit and OWNER shall withhold from payments to CONTRACTOR not more than \$200 for each calendar day any worker is paid less than the established prevailing wage rates for the work or craft in which the worker is employed by CONTRACTOR on the Project. The difference between the established prevailing wage rates and the amount paid to each worker for each whole or partial calendar day for which each worker was paid less than the established prevailing wage rates shall be paid to each worker by CONTRACTOR.

E. Any worker employed to perform work on the Project which is not covered by any classification available in OWNER's office, shall be paid not less than the minimum rate of wages specified for the classification which most nearly corresponds with work to be performed by him, and that minimum wage rate shall be retroactive to the time of initial employment of the person in the classification.

F. Pursuant to Labor Code Section 1773.1, per diem wages are deemed to include employer payments for health and welfare, pension, vacation, travel, subsistence, apprenticeship, and similar purposes.

G. At appropriate conspicuous points on the site of the Project, CONTRACTOR shall post job site notices prescribed by the Department of Industrial Relations, including but not limited to, a schedule showing all determined minimum wage rates and all authorized deductions, if any, from unpaid wages actually earned.

H. CONTRACTOR shall submit a breakdown of all labor costs for this Project by trade. This breakdown shall be for all labor that CONTRACTOR or any subcontractor supplies to the Project. This information shall be provided to OWNER before the **first payment request** after the Notice to Proceed has been issued. Failure to provide the labor cost breakdown will result in delay in processing the payment request until the complete cost breakdown is provided by CONTRACTOR and received and approved by OWNER. No other labor expenses will be considered unless approved in writing by OWNER.

I. Pursuant to the provisions of Labor Code Section 1776, CONTRACTOR shall keep and shall cause each Subcontractor performing any portion of the work on the Project to keep an accurate payroll record, showing the name, address, social security number, work classification, 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 CONTRACTOR in connection with the Work. Each payroll record shall contain or be verified by a written declaration that it is made under penalty of perjury, stating that (1) the information contained in the payroll record is true and correct, and (2) the employer has complied with the requirements of Sections 1771, 1811, and 1815 for any work performed by the employer's employees on the Project.

J. The payroll records required under this article shall be certified and shall be available for inspection at all reasonable hours at CONTRACTOR's principal office on the following basis:

1. A certified copy of an employee's payroll record shall be made available for inspection or furnished to the employee or his or her authorized representative on request;

2. A certified copy of all required payroll records shall be made available for inspection or furnished upon request to a representative of OWNER, the Division of Labor Standards Enforcement, and/or the Division of Apprenticeship Standards of the Department of Industrial Relations;

3. A certified copy of all payroll records required under this article shall be made available for inspection or copies made upon request by the public;

provided, however, that a request by the public shall be made through either OWNER, the Division of Apprenticeship Standards, or the Department of Industrial Relations. If the requested payroll records have not been provided pursuant to Paragraph 2 above, prior to being provided the records, the requesting party shall reimburse the costs of preparation by CONTRACTOR, Subcontractors, and the entity through which the request was made. The public shall not be given access to the records at CONTRACTOR's principal office.

4. The form of certification shall be as follows:

I, \_\_\_\_\_ (*printed name*), the undersigned, am the \_\_\_\_\_ (*position in business*) with the authority to act for and on behalf of \_\_\_\_\_ (*name of business and/or CONTRACTOR*), and certify under penalty of perjury that the records or copies submitted \_\_\_\_\_ and \_\_\_\_\_ consisting \_\_\_\_\_ of (*description, number of pages*) are the originals or true, full, and correct copies of the originals which depict the payroll record(s) of the actual disbursements by way of cash, check, or whatever form to the individual or individuals named.

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

K. CONTRACTOR shall file a certified copy of the required payroll records with the entity requesting the records within 10 days after receipt of a written request. In the event CONTRACTOR fails to comply within the 10-day period, as a penalty to OWNER CONTRACTOR shall forfeit \$100 for each calendar day, or portion of each calendar day, for each worker until strict compliance is effectuated. Upon request by the Division of Apprenticeship Standards or the Division of Labor Standards Enforcement, these penalties shall be withheld from progress payments then due.

L. Payroll records made available for inspection as copies and furnished upon request to the public by OWNER, the Division of Apprenticeship Standards, or the Division of Labor Standards Enforcement shall be marked or obliterated to prevent disclosure of an individual's name, address, and social security number. Payroll records furnished to agencies that are included in the Joint Enforcement Strike Force on the Underground Economy and other law enforcement agencies investigating violations of law shall be unredacted. The name and address of CONTRACTOR shall not be marked or obliterated in either case.

M. CONTRACTOR shall inform OWNER of the location of the payroll records, including the street address, city, and county, and within five working days shall provide a written notice of a change of location and address.

N. It shall be CONTRACTOR's responsibility to ensure compliance with the provisions of this article and the provisions of Labor Code Section 1776.

O. This project is subject to prevailing wage monitoring and enforcement by the Department of Industrial Relations. CONTRACTOR and all subcontractors shall be subject to the requirements of Subchapter 4.5 of Chapter 8 of Title 8 of the California Code of Regulations. Contractor and all subcontractors must furnish electronic certified payroll records to the DIR on the frequency specified in the Notice Calling for Bids using the DIR's eCPR system. To enroll in the eCPR system or obtain additional information and assistance, CONTRACTOR is directed to the DIR website at [www.dir.ca.gov/Public-Works/Certified-Payroll-Reporting.html](http://www.dir.ca.gov/Public-Works/Certified-Payroll-Reporting.html). CONTRACTOR shall comply with all requirements of the Labor Code and attendant regulations pertaining to prevailing wage monitoring and compliance as indicated in the Contract Documents, and/or as required by the DIR. CONTRACTOR shall permit OWNER, the DIR or their designee to interview CONTRACTOR's employees concerning compliance with prevailing wage, apprenticeship, and related matters, whether or not during work hours, and shall require each subcontractor to provide OWNER, the DIR or their designee with such access to its employees.

## **ARTICLE 42 APPRENTICES**

A. CONTRACTOR acknowledges and agrees that the Contract Documents are governed by the provisions of Labor Code Section 1777.5 where applicable. It shall be CONTRACTOR's responsibility to ensure compliance with this article and with Labor Code Section 1777.5 for all apprenticing occupations.

B. Apprentices of any crafts or trades may be employed, and when required by Labor Code Section 1777.5, shall be employed provided they are properly registered in full compliance with the provisions of the Labor Code.

C. Every apprentice shall be paid the prevailing rate of per diem wages for apprentices in the trade to which the apprentice is registered, and shall be employed only at the work of the craft or trade to which the apprentice is registered.

D. Only apprentices as defined in Labor Code Section 3077 who are in training under apprenticeship standards that have been approved by the Chief of the Division of Apprenticeship Standards, and who are parties to written apprentice agreements under Chapter 4 (commencing at Section 3070), Division 3, of the Labor Code, are eligible to be employed on public works. The employment and training of each apprentice shall be in accordance with either (1) the apprenticeship standards and apprentice agreements under which the apprentice is in training, or (2) the rules and regulations of the California Apprenticeship Council.

E. Pursuant to Labor Code Section 1777.5, CONTRACTOR and any subcontractors employing workers in any apprenticeship craft or trade performing any work under the Contract Documents shall employ apprentices in at least the ratio set forth in Labor Code Section 1777.5, and may apply to any apprenticeship program in the craft or

trade that can provide apprentices to the project site for a certificate approving CONTRACTOR or Subcontractor under the applicable apprenticeship standards for the employment and training of apprentices in the area of industry affected.

F. Prior to commencing work on the Project, CONTRACTOR shall submit contract award information to an applicable apprenticeship program that can supply apprentices to the project site. The information submitted shall include an estimate of journeyman hours to be performed on the Project, the number of apprentices proposed to be employed, and the approximate dates the apprentices would be employed. A copy of this information shall also be submitted to OWNER if requested. Within 60 days after concluding work on the Project, CONTRACTOR and all Subcontractors shall submit a verified statement of the journeyman and apprentice hours performed on the Project to the awarding body, if requested, and to the apprenticeship program. This information shall be public.

G. If in performing any of the Work, CONTRACTOR employs journeymen or apprentices in any apprenticeable craft or trade, CONTRACTOR shall contribute to the California Apprenticeship Council the same amount that the Director of Industrial Relations determines is the prevailing amount of apprenticeship training contributions in the area of the Project, subject to any credits permitted by law.

H. If CONTRACTOR or any Subcontractor is determined by the Chief of the Division of Apprenticeship Standards to have knowingly violated Labor Code Section 1777.5, it shall:

1. Forfeit as a civil penalty an amount not exceeding \$100 (\$300 for knowing subsequent violations) for each full calendar day of noncompliance. Notwithstanding Labor Code Section 1727, upon receipt of a determination that a civil penalty has been imposed by the Labor Commissioner, OWNER shall withhold the amount of the civil penalty from contract progress payments then due or to become due.

2. In lieu of the monetary penalty, for a first-time violation and with the concurrence of a specified apprenticeship program, the Labor Commissioner may order CONTRACTOR or any Subcontractor to provide apprentice employment equivalent to the work hours that would have been provided for apprentices during the period of noncompliance.

3. In the event CONTRACTOR or any Subcontractor is determined by the Labor Commissioner to have knowingly committed a serious violation of any provision of Section 1777.5, the Labor Commissioner may also deny CONTRACTOR or any Subcontractor, and their responsible officers, the right to bid on or be awarded or perform work as a subcontractor on any public works

contract for a period of up to one year for the first violation and up to three years for a subsequent violation.

CONTRACTOR or any Subcontractor (or responsible officer) shall have the right to obtain a review of the determination imposing a debarment or civil penalty as provided by law.

I. CONTRACTOR and all Subcontractors shall comply with Labor Code Section 1777.6, which forbids certain discriminatory practices in the employment of apprentices.

J. CONTRACTOR shall become fully acquainted with the law regarding apprentices prior to commencement of the work. Special attention is directed to Labor Code Sections 1777.5, 1777.6, and 1777.7, and Title 8, California Code of Regulations, Section 200 et seq. Questions may be directed to the State Division of Apprenticeship Standards, 455 Golden Gate Avenue, San Francisco, California.

#### **ARTICLE 43 HOURS OF WORK**

A. CONTRACTOR shall furnish, and shall require all Subcontractors to furnish, sufficient forces to ensure the Work is prosecuted in accordance with the detailed project schedule without payment of overtime wage rates whenever possible.

B. As provided in Article 3 (commencing at Section 1810), Chapter 1, Part 7, Division 2 of the Labor Code, eight hours of labor shall constitute a legal day of work. The time of service of any worker employed at any time by CONTRACTOR, or by any subcontractor, upon the Work or upon any part of the work contemplated by the Contract Documents is limited and restricted to eight hours per day and 40 hours during any one week. Upon completion of all hours worked in excess of eight hours per day, work shall be permitted upon this Project at not less than one and one-half times the basic rate of pay.

C. CONTRACTOR shall keep, and shall cause all subcontractors to keep, an accurate record showing the name 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 the Contract Documents. The record shall be kept open at all reasonable hours to the inspection of OWNER and to the Division of Labor Standards Enforcement, Department of Industrial Relations.

D. Saturdays, Sundays, holidays (including all OWNER designated holidays), and any day with work hours before 7:30 a.m. and/or after 4 p.m. shall be considered overtime for OWNER's representatives, consultants, and inspectors, and shall be compensated as such by CONTRACTOR per OWNER's submitted invoice. Such cost shall be billed to CONTRACTOR and deducted from subsequent progress payments or the final payment.



E. As a penalty, CONTRACTOR shall pay \$25 to the Department of Industrial Relations or OWNER for each worker employed by CONTRACTOR or by any subcontractor in the performance of the Contract Documents for each calendar day during which the worker is required or permitted to work more than eight 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.

F. Any work performed before or after regular working hours or on Saturdays, Sundays, or holidays (including all OWNER designated holidays) shall be performed without additional expense to OWNER. Should inspection or testing services be necessary on a Saturday, Sunday, or holiday (including all OWNER designated holidays), CONTRACTOR shall pay all additional expenses incurred. Such cost shall be billed to CONTRACTOR and deducted from the next payment.

G. CONTRACTOR shall anticipate work that would occur outside the normal work hours of 7:30 a.m. to 4 p.m. Such activities would include but are not limited to early morning concrete pours (because of hot weather), early or late material deliveries, required off-site inspections, or any other activity that would require the Project Inspector or OWNER personnel to work longer than an eight-hour day.

H. The Project Inspector cannot be asked to leave the Project after eight hours of work so CONTRACTOR would not have to pay overtime. If the extended work day is a result of CONTRACTOR'S work, the Project Inspector will perform its DSA assigned work as necessary to assure the Project is kept on schedule and CONTRACTOR is responsible to pay all costs associated with fulfilling these DSA assignments, including the Project Inspector's overtime. These costs shall be billed to CONTRACTOR and deducted from subsequent progress payments or the final payment.

## **ARTICLE 44 NONDISCRIMINATION**

In the performance of the terms of the Contract Documents, CONTRACTOR agrees that it will not engage in or permit any Subcontractor it may employ to engage in unlawful discrimination in employment of persons because of the race, religious creed, color, national origin, ancestry, physical handicap, medical condition, marital status, or sex of such persons.

## **ARTICLE 45 COST BREAKDOWN AND PERIODICAL ESTIMATES**

A. On forms approved by OWNER, CONTRACTOR shall furnish the following:

1. Within 10 calendar days of award of contract, a detailed estimate giving a complete breakdown of contract price for each Project or site, which shall include

all Subcontractor/supplier agreements showing dollar amounts of these agreements to justify the schedule of values; and

2. A periodical itemized estimate of work done for the purpose of making partial payments; and

3. A schedule of estimated monthly payments due CONTRACTOR within 10 days of request by OWNER.

B. Values employed in making up any of these schedules are subject to the Architect's written approval and will be used only for determining basis of partial payments and will not be considered as fixing a basis for additions to or deductions from contract price unless OWNER in its sole discretion so elects.

## **ARTICLE 46 PAYMENTS**

A. Unless otherwise specified in writing, each month within 30 days after receipt by OWNER of the monthly progress schedule and the certification of application for payment by the Architect, OWNER shall pay to CONTRACTOR a sum equal to 95 percent of the value of work performed and materials delivered subject to or under the control of OWNER and unused up to the last day of the previous month, less aggregate previous payments. In its sole discretion, OWNER may also deduct from these payments any amounts deemed due from CONTRACTOR.

B. Monthly payments shall be made only on the basis of monthly estimates which shall be prepared by CONTRACTOR on a form approved by OWNER and filed before the fifth day of the month during which payment is to be made.

C. Before consideration of a request for payment, a certificate in writing shall be obtained from the Architect stating that the work for which the payment is demanded has been performed in accordance with the terms of the Contract Documents and that the amount stated in the certificate is due under the terms of the Contract Documents. The certificate shall be attached to and made a part of the payment request filed with OWNER. The certificate of the Architect shall not be conclusive upon OWNER, but advisory only.

D. If within three days after written demand the Architect fails to deliver such certificate, CONTRACTOR may file its payment request with OWNER without the certificate, but the request shall be accompanied by a statement that demand was made for the certificate and was refused. OWNER will then either allow the payment request as presented or shall by an order entered on the minutes of OWNER state the reasons for refusing to make payment.

E. Work completed as estimated shall be an estimate only and no inaccuracy or error in an estimate shall operate to release CONTRACTOR or Surety from any damages arising from such work or from enforcing each and every provision of the Contract Documents, and OWNER shall have the right to subsequently correct any error made in any estimate for payment.

F. CONTRACTOR SHALL NOT BE ENTITLED TO HAVE ANY PAYMENT REQUESTS PROCESSED OR ANY PAYMENT FOR WORK PERFORMED SO LONG AS CONTRACTOR HAS FAILED TO COMPLY WITH ANY LAWFUL OR PROPER DIRECTION CONCERNING THE WHOLE OR ANY PORTION OF THE WORK GIVEN BY OWNER OR THE ARCHITECT.

G. OWNER has discretion to require from CONTRACTOR any of the following information with the application for payment: (1) certified payroll covering the period of the prior application for payment, (2) unconditional waivers and releases from all Subcontractors/suppliers for which payment was requested under the prior application for payment, (3) receipts or bills of sale for any items. In addition, upon submittal of the first payment request, a complete per diem wage rate breakdown for all trades must be submitted in order for the payment request to be processed.

H. PAYMENT BY OWNER OF ANY PAYMENT REQUEST IS NOT AN INDICATION THAT OWNER HAS INSPECTED, APPROVED, OR ACCEPTED ANY PART OF THE WORK, NOR SHALL PAYMENT CONSTITUTE A WAIVER IN ANY RESPECT OF ANY OWNER RIGHTS.

I. The final payment of 5 percent of the value of the work done under the Contract Documents, if unencumbered, may be made 35 days after the Notice of Completion is recorded by OWNER. ACCEPTANCE WILL BE MADE ONLY BY ACTION OF THE GOVERNING BOARD OR OTHER GOVERNING BODY OF OWNER IN ACCORDANCE WITH THE PROVISIONS ON "COMPLETION."

J. Unless otherwise agreed in writing, on or before making request for final payment of the undisputed amount due under the Contract Documents, CONTRACTOR shall submit to OWNER the following in writing:

1. Information on CONTRACTOR's results in attaining compliance with the OWNER's three percent participation goal for Disabled Veterans Business Enterprises;

2. A summary of all claims for compensation under or arising out of the Contract Documents, stating whether the claims are settled or unsettled and the amounts of the claims, and further specifying the date(s) upon which any required protest and/or notice was given to OWNER;

3. A written release of all claims against OWNER arising by virtue of the Project, the Work, and the Contract Documents. Payment of undisputed amounts is contingent upon receipt of this waiver.

## **ARTICLE 47 PAYMENTS BY CONTRACTOR**

CONTRACTOR shall pay:

- A. All transportation and utility services not later than the 20th day of the calendar month following the month in which the services are rendered;
- B. Ninety-five percent of the cost of all materials, tools, and other expendable equipment, not later than the 20th day of the calendar month following the month in which the materials, tools, and equipment are delivered to the project site, and the balance of the cost not later than the 30th day following completion of that part of the work in which the materials, tools, and equipment are incorporated or used; and
- C. To each of its subcontractors the respective amounts allowed CONTRACTOR on account of work performed by each subcontractor not later than the fifth day following each payment to CONTRACTOR.

## **ARTICLE 48 PAYMENTS WITHHELD**

- A. In addition to any amount(s) which OWNER may retain under the article entitled "PAYMENTS," OWNER may withhold sufficient amount(s) of any payment(s) otherwise due to CONTRACTOR, as in its judgment may be necessary to cover the following:
  1. Payments which may be past due and payable for claims against CONTRACTOR or any Subcontractors at any level for labor or materials furnished in the performance of work under the Contract Documents.
  2. Defective work not remedied.
  3. Failure of CONTRACTOR to make proper payments to its subcontractor(s) or material suppliers for materials or labor.
  4. Completion of work if there exists a reasonable doubt that the work can be completed for the balance then unpaid.
  5. Damage to another contractor.
  6. All costs and expenses associated with OWNER having to acquire alternate educational facilities if CONTRACTOR fails to complete the Project within the period of time required by the Contract Documents.

7. Project schedule not up-to-date with the current payment request.
8. Overtime charges due consultants, Project Inspectors, the Architect, and OWNER or others as a result of extra services that were provided at CONTRACTOR's request or as a result of actions of CONTRACTOR or those employed by CONTRACTOR, including subcontractors, material suppliers, or others will be withheld from current payment requests.
9. CONTRACTOR agrees that OWNER may withhold 150 percent of the estimated cost of any additional testing or retesting required as a result of the fault or negligence of CONTRACTOR, or Subcontractors, vendors, or suppliers, until such time as OWNER receives confirmation that payment for such additional testing or retesting has been made.
10. Failure to maintain a current record set of drawings. The drawings shall be updated to the date when the payment request is submitted.
11. Failure to submit daily reports.
12. Failure to submit items required to accompany payment requests at initial and final completion.
13. Failure to submit and keep current any construction schedule required by the Contract Documents.
14. Failure to compensate the Architect for substitution review within the required time period.
15. Failure to compensate OWNER for overtime charges for OWNER representatives and employees incurred as a result of services provided during the current payment period.
16. Failure to compensate OWNER and/or the Architect for the cost of review time to evaluate CONTRACTOR'S proposed solutions to effect repair of work not in accordance with Contract Documents.
17. Failure to submit per diem wage rates for all trades pursuant to appropriate provisions of the General Conditions.
18. Penalties for violation of labor laws.
19. Cost of site clean-up.

20. Required payments to indemnify, hold harmless, or defend OWNER.

21. Compensation for unpaid extra services for the Architect caused by CONTRACTOR.

22. Compensation for unpaid extra services for the Project Inspector, including but not limited to reinspection required due to CONTRACTOR's failed tests, installation of unapproved or defective materials, or CONTRACTOR's requests for inspection and failure to attend the requested inspection.

23. Any liquidated damages, forfeiture of fees, or other damages assessed against CONTRACTOR by reason of failure to complete the Project on time.

B. OWNER may apply the withheld amount(s) to the payment of any claims or obligations at its discretion. In so doing, OWNER shall be deemed the agent of CONTRACTOR and any payment made by OWNER shall be considered to be a payment made under the Contract Documents by OWNER to CONTRACTOR, and OWNER shall not be liable to CONTRACTOR for the payments made in good faith. The payments may be made without prior judicial determination of the claim or obligations. OWNER shall submit to CONTRACTOR an accounting of the funds disbursed on behalf of CONTRACTOR.

#### **ARTICLE 49 SUBSTITUTION OF SECURITIES**

A. Pursuant to the provisions of Public Contract Code section 22300, CONTRACTOR may substitute certain securities for any funds withheld by OWNER to ensure its performance under the Contract Documents. At the request and expense of CONTRACTOR, securities equivalent to any amount withheld shall be deposited, at the discretion of OWNER, with either a state or federally chartered bank as the escrow agent, who shall then pay any funds otherwise subject to retention to CONTRACTOR. Upon satisfactory completion of the Project, the securities shall be returned to CONTRACTOR.

B. Securities eligible for investment under this article shall include those listed in Government Code section 16430, bank and savings and loan certificates of deposit, interest bearing demand deposit accounts, standby letters of credit, or any other security mutually agreed to by CONTRACTOR and OWNER.

C. CONTRACTOR shall be the beneficial owner of any securities substituted for funds withheld and shall receive any interest.

D. All expenses relating to the substitution of securities under Public Contract Code section 22300 and this article, including but not limited to OWNER's overhead and administrative expenses and expenses of escrow agent, shall be CONTRACTOR's responsibility.

E. Should the value of the substituted security at any time fall below the amount for which it was substituted, or any other amount which OWNER determines to withhold, CONTRACTOR shall immediately and at CONTRACTOR'S expense deposit additional security qualifying under Public Contract Code section 22300 until the total security deposited is no less than equivalent to the amount subject to withholding under the Contract Documents.

F. In the alternative, under Public Contract Code section 22300, at its own expense, CONTRACTOR may request OWNER to make payment of earned retention funds directly to the escrow agent.

G. All escrow agreements shall be in conformance with the Escrow Agreement for Security Deposits in Lieu of Retention set forth in Public Contract Code section 22300, and shall be in the form of agreement provided by OWNER unless otherwise agreed in advance.

## **ARTICLE 50 PROGRESS SCHEDULE**

A. Immediately after being awarded the Construction Agreement, CONTRACTOR shall prepare an estimated progress schedule and submit it to OWNER for review. The schedule shall indicate the beginning and completion dates of all phases of construction.

B. The schedule shall be updated at reasonably required intervals throughout the Project, unless specifically required to be updated at more frequent intervals.

C. Additional scheduling requirements may be contained in the attached Supplemental General Conditions.

D. While OWNER does not discourage efforts by CONTRACTOR to accomplish an early completion of the Project, CONTRACTOR is directed to utilize and schedule the entire construction period set forth in the Construction Agreement. Any portion of the construction period not so scheduled shall be considered "float" and used the same as other float under the Contract Documents.

## **ARTICLE 51 EXTENSION OF TIME—LIQUIDATED DAMAGES**

A. The parties understand and agree that the goodwill, educational process, and other business of OWNER will be damaged if the Project is not completed within the time limits required. The parties have further agreed that the exact amount of damages for failure to complete the Work within the time specified is, in some cases, extremely difficult, impractical, or impossible to determine. As to those damages that are difficult, impractical, or impossible to determine, CONTRACTOR shall be assessed the sum set

forth in the Contract Documents per day as liquidated damages for each and every calendar day until the work required under the Contract Documents is complete. CONTRACTOR will pay to OWNER or OWNER may retain such damages from amounts otherwise payable to CONTRACTOR. For purposes of this article, the Work shall be considered "complete" in accordance with the provisions of the article on "COMPLETION," except that the work may be considered complete without formal acceptance by the OWNER's governing board or other governing body so long as the governing board, at its next regularly scheduled meeting, accepts the work.

B. Providing CONTRACTOR has protested and/or given notice of delays on the Project as required by these Contract Documents, CONTRACTOR shall not be charged for liquidated damages as set forth above because of any delays in completion of work which are not the fault or negligence of CONTRACTOR, including but not restricted to acts of God. CONTRACTOR shall provide documentation and justification to substantiate the delay and its relation to the Project's critical path. OWNER shall ascertain the facts and extent of delay and grant extension of time for completing work when, in its judgment, the facts justify an extension. OWNER's findings of fact shall be final and conclusive on the parties. Extension of time shall apply only to that portion of work affected by the delay, and shall not apply to other portions of work not so affected. Any dispute pertaining to a request for time or assessment of liquidated damages shall be resolved pursuant to the provisions on resolution of construction claims in the Contract Documents.

C. In addition to any liquidated damages which may be assessed, if CONTRACTOR fails to complete the Project within the time period provided in the Contract Documents, and if as a result OWNER finds it necessary to incur any costs and/or expenses, or if OWNER receives any claims by other contractors, subcontractors, or third parties claiming time or other compensation by reason of CONTRACTOR's failure to complete work on time, CONTRACTOR shall pay all those costs and expenses incurred by OWNER. These costs and expenses may include but are not limited to such items as rental payments, inspection fees, and additional architectural fees, whether related to the acquisition of facilities or caused by the delay in completion. These costs and expenses may be retained by OWNER from any payments otherwise due to CONTRACTOR.

D. Within 10 days of the beginning of any delay (unless OWNER grants in writing a further period of time to file notice prior to the date of final completion of the Project), CONTRACTOR shall notify OWNER in writing of the causes for the delay. Failure to give the required notice in writing within the time provided shall be interpreted as a failure by CONTRACTOR to properly administer the Contract Documents, Project, and Work, and shall constitute a waiver by CONTRACTOR of all claims of any kind and nature, without limitation, arising from the delay. In addition to this notice, in any instance where CONTRACTOR claims delay was caused by OWNER, the Architect or Architect's consultants, Inspector of Record, Division of State Architect, or anyone



claimed to be an agent of them, and as a precondition to any right to claim additional time, prior to making any request for time, CONTRACTOR shall have satisfied the obligation of the Contract Documents to protest the delay.

E. Extensions of time shall be based solely upon the effect of delays to the work as a whole and will not be granted unless CONTRACTOR can demonstrate through analysis of the current updated schedule that the delay was caused by one of the causes for which an extension is authorized. A time extension will not be granted unless CONTRACTOR submits a Time Impact Analysis which utilizes networking techniques (fragments) and a written analysis of the facts which are alleged to have caused the delay. Time extensions will not be allowed for delays to parts of the work not on the critical path of the currently approved monthly updated construction schedule. Time extensions will not be granted until all available float, slack, or contingency time on the Project is used and the end date of the Work is moved beyond the current adjusted contract completion date. CONTRACTOR's sole remedy for delay or extensions of time in all cases except those due to unanticipated or unreasonable delay caused by OWNER shall be an extension of the contract time at no cost to OWNER. Additional scheduling requirements in cases of delay or requests for time may be included in supplementary conditions.

## **ARTICLE 52 OCCUPANCY**

OWNER reserves the right to occupy buildings and/or portions of the site at any time before completion, and occupancy shall not constitute final acceptance of any part of the Work covered by the Contract Documents, nor shall such occupancy extend the date specified for completion of the Work. Beneficial occupancy of building(s) does not commence any warranty period or entitle CONTRACTOR to any additional compensation due to such occupancy, or affect in any way or amount CONTRACTOR's obligation to pay liquidated damages for failure to complete the Project on time.

## **ARTICLE 53 CONTRACT CLOSEOUT**

A. Utility Connections: The building and/or buildings shall be connected to water, gas, sewer, and electric services, complete and ready for use. Service connections shall be made and existing services reconnected.

B. Record Drawings:

1. CONTRACTOR shall keep the following:

a. One complete set of blue line prints of all drawings which form a part of the Project in good order and available on the job site. They shall be used only for the purpose intended. Drawings shall be kept up-to-date as the Work progresses and shall be available at all times for inspection.

b. One set of annotated Specifications reflecting any and all changes to the original documents from change orders, substitutions, or any other deviations from the original specifications.

2. The intent of this procedure is to obtain an exact "as built" record of the work upon completion of the Project. The following information shall be carefully and correctly drawn on the prints and all items shall be accurately located and dimensioned from finished surfaces of building walls on all record drawings:

a. Any work not installed as indicated on drawings.

b. The exact locations and elevations of all covered utilities, including valves, cleanouts, etc.

3. CONTRACTOR shall certify to OWNER the accuracy of the record drawings and annotated Specifications and is liable and responsible for inaccuracies in as-built and/or record drawings and the annotated Specifications, even if they do not become evident until a future date.

4. Upon completion of the Work and correction of all punch list items and as a condition precedent to approval of final payment, CONTRACTOR shall obtain the Architect's review of the marked up record set of prints and annotated Specifications and employ an appropriately trained individual to transfer the as-built information to a form of electronic media, acceptable to the Architect and OWNER, containing the original Drawings. CONTRACTOR shall provide the electronic as-built drawings to the Architect. When as-built information has been transferred to the acceptable electronic medium and the record drawings have been reviewed by the Architect, CONTRACTOR shall pay for a duplicate set of contract drawings to be used for CONTRACTOR's record drawings. Those final corrected record drawings shall also be saved on electronic media, in a format designated by OWNER, and shall be given to OWNER. Reproduction expenses for the drawings shall be paid for by CONTRACTOR out of the allowance and any difference returned to OWNER.

5. CONTRACTOR shall deliver to the Architect three complete sets of operating manuals, repair parts lists, and service instructions for all electrical and mechanical equipment, together with equipment warranties.

C. Maintenance Manuals: At least 30 days prior to final inspection, three copies of complete operational and maintenance manuals shall be submitted for review. All installation, operating, and maintenance information and drawings shall be bound in 8½ x 11" binders, indexed with tabs, and include tables of contents. Each manual shall also contain a list of subcontractors, with their addresses and the names of persons to

contact in case of emergencies. Identifying labels shall provide names of manufacturers, their addresses, ratings, and capacities of equipment and machinery.

D. Inspection Requirements:

1. Before calling for final inspection, CONTRACTOR shall determine that the following work has been performed:

- a. General construction has been completed;
- b. Mechanical and electrical work complete, fixtures in place, connected and ready for tryout and test;
- c. Electrical circuits scheduled in panels and disconnect switches labeled;
- d. Painting and special finishes complete;
- e. Doors complete with hardware, cleaned of protective film, in good working order without sticking or binding;
- f. Tops and bottoms of doors stained/painted and sealed;
- g. Floors waxed and polished as specified;
- h. Broken glass replaced and glass cleaned;
- i. Grounds cleared of CONTRACTOR'S equipment, raked clean of debris, and trash removed from site;
- j. Work cleaned, free of stains, scratches, and other foreign matter, replacement of damaged and broken material;
- k. Finished and decorative work shall have marks, dirt, and superfluous labels removed;
- l. All flatwork shall have all stains removed including but not limited to oil, gas, rust, paint, etc.

2. Final inspection will be made by the Architect and specified OWNER personnel upon written notification from CONTRACTOR that work has been completed. CONTRACTOR must prearrange a final inspection with OWNER and Project Inspector. There should be a minimum of seven days' notice to OWNER and Project Inspector before the final inspection is scheduled.

CONTRACTOR shall receive a list (punch list) of items found unacceptable and shall promptly correct them. Upon written notification from CONTRACTOR that all items have been corrected the Architect and Project Inspector or OWNER will reinspect for final acceptance of the Project. Failure of CONTRACTOR to complete punch list items will necessitate further reinspection by the Architect and Project Inspector or OWNER. Cost of reinspection will be deducted from the amounts owing to CONTRACTOR.

3. Deliver keys (labeled) to OWNER's representative. Master keys shall be accounted for in writing.

4. Furnish a letter to OWNER stating that a responsible representative of OWNER (give name and position) has been instructed in working characteristics of mechanical and electrical equipment.

E. Guarantee: Upon completion of final inspection, CONTRACTOR is to submit the guarantee to OWNER as specified in the Contract Documents.

F. Manufacturer Warranties: CONTRACTOR shall deliver 10 days prior to final inspection, original manufacturer warranties for all materials, equipment and/or supplies purchased and/or installed under the Contract Documents.

G. Equipment Training: Prior to final inspection, CONTRACTOR is responsible for providing the appropriate training for a minimum of two personnel of OWNER for each trade for the newly installed mechanical and electrical equipment required under the Contract Documents.

H. Contract Closeout Items Specified Within this Article are Mandatory: The parties agree that, should the required items not be furnished to OWNER, as stated or within 30 days of completion of all other work, OWNER will suffer damage which damage will be difficult, impossible or impractical to assess. For that reason, in accordance with Government Code Section 53069.85, the parties agree the following sums shall be assessed as fixed and liquidated damages and not as a penalty:

1. Record Drawings—\$25,000 or 10 percent of contract price, whichever is less;
2. Maintenance Manuals—\$5,000 or 10 percent of contract price, whichever is less;
3. Guarantee—\$25,000 or 10 percent of contract price whichever is greater;
4. Manufacturer Warranties—\$5,000 for each product or 10 percent of contract price whichever is greater;

5. Equipment Training—\$10,000 for each system or 10 percent of contract price whichever is greater.

I. In addition, the Notice of Completion will not be filed until either such amounts are paid or the items are provided. However, OWNER may also elect to file the Notice of Completion and pay retention after deducting such amounts. If CONTRACTOR disputes the amounts or OWNER's right to withhold these amounts, OWNER may withhold up to 150 percent of the disputed amount.

## **ARTICLE 54 COMPLETION**

A. OWNER shall accept the completion of the Project when all of the following conditions have been met:

1. The entire Work or Project (including all phases if a project is phased) including minor corrective items is completed to the satisfaction of OWNER;
2. The final DSA report has been filed with the State;
3. By action of its governing board or other governing body, OWNER has accepted the Project to be complete.
4. The Notice of Completion for the entire Project has been filed and recorded.

B. A final walk-through of the Project to determine completion of the Work and to record the Notice of Completion shall occur only upon a valid claim by CONTRACTOR that the Project is complete, including minor corrective items.

1. CONTRACTOR's Project Manager and Superintendent(s) shall attend the final walk-through. A representative(s) of OWNER shall also attend.
2. Should OWNER incur any costs by reason of an erroneous or premature claim of completion by CONTRACTOR that results in a premature walk-through, OWNER may withhold such costs from any money due or to become due to CONTRACTOR.
3. Any incomplete or corrective items shall be identified in the final walk-through of the Project.
4. Incomplete and corrective items identified in any walk-through shall be completed before CONTRACTOR calls for a subsequent walk-through, which

shall be treated as and bear the same consequences as the initial call for a walk-through.

C. Alternative Process: OWNER shall have the option in its sole discretion to accept completion of the Work and have the Notice of Completion recorded when the entire Work is completed to OWNER's satisfaction, except for minor corrective items as distinguished from incomplete items.

1. Should OWNER elect to accept the Work as complete prior to completion of the entire Work or Project, it shall be on the following conditions:

- a. The entire Work or Project (including all phases if a project is phased), excluding minor corrective items, is complete to OWNER's satisfaction;
- b. The final DSA report shall be filed with the State as soon as appropriate;
- c. By action of its governing board or other governing body, OWNER has accepted the Project to be complete.
- d. The Notice of Completion for the entire project has been filed and recorded.

2. Should OWNER elect to accept the Work as complete prior to completion of the entire Work or Project, there shall be a final walk-through of the Project, as follows:

- a. Final walk-through shall be made upon a valid claim by CONTRACTOR that the Project is complete, excepting only minor corrective items;
- b. CONTRACTOR's Project Manager and Superintendent(s) shall attend the final walk-through. OWNER may be represented by anyone designated by OWNER's Representative, including but not limited to the Project Inspector, management, and/or representatives from Maintenance and Operations;
- c. Should OWNER incur any costs by reason of an erroneous or premature claim of completion by CONTRACTOR that results in a premature walk-through, OWNER may withhold such costs from any money due or to become due to CONTRACTOR.

d. All remaining work, including minor incomplete or corrective items, shall be identified in the final walk-through of the Project;

e. Incomplete and corrective items identified in any walk-through shall be completed before CONTRACTOR calls for a subsequent walk-through, which shall be treated as, and bear the same consequences as, the initial call for a walk-through.

3. Should OWNER elect to accept the Work as complete prior to completion of the entire Work or Project, and if CONTRACTOR fails to complete the minor corrective items prior to the expiration of a 35-day period immediately following recording of the Notice of Completion, OWNER shall withhold from the final payment an amount equal to 150 percent of the estimated cost, as determined by OWNER, of each incomplete or corrective item until such time as the item is completed.

4. If at the end of an additional 30-day period, there are items remaining to be corrected, OWNER may elect to:

a. Permit additional time for completion;

b. Complete the Work at the expense of CONTRACTOR, deducting the cost of work from any amounts being withheld.

5. CONTRACTOR shall have no claim or offset as against OWNER arising or in any way connected with an election by OWNER not to accept completion of the Work until the entire Work or Project, including minor corrective items, has been completed to OWNER's satisfaction. The time taken by CONTRACTOR to complete the Work or Project, including minor corrective items, shall be a basis for assessment of liquidated damages as provided in the Contract Documents, and is not affected by any decision by OWNER to occupy all or any portion of the Work prior to completion.

## **ARTICLE 55 CLAIMS FOR DAMAGES**

A. Pursuant to Public Contract Code section 9204, CONTRACTOR shall make all claims for payment for 1) work done by or on behalf of contractor for which payment is not otherwise expressly provided for in the Contract, 2) damages allegedly sustained by reason of any acts or omissions of OWNER or its agents, 3) time extensions, 4) relief from damages or penalties for delay or, 5) an amount disputed by OWNER by registered mail or certified mail, return receipt requested. Such written claim shall be submitted, within 10 days after the claim has arisen, is discovered or reasonably should have been discovered. CONTRACTOR shall furnish reasonable documentation to support the claim.

**IF CONTRACTOR FAILS TO COMPLY WITH ANY OF THE PROVISIONS OF THIS ARTICLE CONCERNING THE SUBMISSION OF CLAIMS, ITS CLAIM(S) SHALL BE FORFEITED AND INVALIDATED.**

B. In no event shall CONTRACTOR be permitted to reserve rights to make or pursue claims of any kind, whether for compensation in any form, or for time extensions, without the OWNER's express written consent. Any attempt to make such reservation or otherwise avoid the effect of this Article shall be void and of no force or effect whatsoever.

C. Any change order executed by CONTRACTOR with such reservation or other language of qualified acceptance shall be read and interpreted as though such language did not exist. No action by OWNER is required to invalidate such language, and no oral communication or other act or omission by OWNER or anyone acting on OWNER's behalf, except OWNER's express written consent, shall be construed as acquiescence in or consent to such reservation or other qualified acceptance language.

D. CONTRACTOR shall diligently proceed with performance of the Work, and OWNER shall continue to make payment of undisputed amounts, during any time period while claims are pending.

**ARTICLE 56 RESOLUTION OF CONSTRUCTION CLAIMS**

A. Upon receipt of a claim, OWNER shall conduct a reasonable review of the claim, and, unless extended by mutual agreement of the parties, provide CONTRACTOR a written statement identifying what portion of the claim is disputed and what portion is undisputed within 45 days.

B. If OWNER needs approval from its governing body to provide CONTRACTOR a written statement identifying the disputed portion and the undisputed portion of the claim, and OWNER'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, OWNER shall have up to three days following the next duly publicly noticed meeting of its governing body after the 45-day period, or extension, expires to provide CONTRACTOR a written statement identifying the disputed portion and the undisputed portion.

C. Any payment due on an undisputed portion of the claim shall be processed and made within 60 days after OWNER issues its written statement. If OWNER fails to issue a written statement, paragraph H. (below) shall apply.

D. If CONTRACTOR disputes OWNER'S written response, or if OWNER fails to respond to a claim issued pursuant to this section within the time prescribed,



CONTRACTOR may demand in writing an informal conference to meet and confer for settlement of the issues in dispute. Upon receipt of a demand in writing sent by registered mail or certified mail, return receipt requested, OWNER shall schedule a meet and confer conference within 30 days for settlement of the dispute.

E 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, OWNER shall provide 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 OWNER issues its written statement. Any disputed portion of the claim, as identified by the CONTRACTOR in writing, shall be submitted to nonbinding mediation, with OWNER and CONTRACTOR sharing the associated costs equally. OWNER and CONTRACTOR shall mutually agree to a mediator within 10 business days after the disputed portion of the claim has been identified in writing. 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. If mediation is unsuccessful, the parts of the claim remaining in dispute shall be subject to applicable procedures described in sections K through O (below).

F. For purposes of this Article, 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 sections D and E, (above).

G. Unless otherwise agreed to by OWNER and CONTRACTOR in writing, the mediation conducted pursuant to section E (above) shall excuse any further obligation under Public Contract Code section 20104.4 to mediate after litigation has been commenced.

H. Failure by OWNER to respond to a claim from a contractor within the time periods described in this subdivision or to otherwise meet the time requirements of this section shall result in the claim being deemed rejected in its entirety. A claim that is denied by reason of OWNER's failure to have responded to a claim, or its failure to otherwise meet the time requirements of this section, shall not constitute an adverse finding with regard to the merits of the claim or the responsibility or qualifications of the CONTRACTOR.

I. CONTRACTOR may present to OWNER a claim on behalf of a subcontractor or lower tier subcontractor. A subcontractor may request in writing, either on his or her own behalf or on behalf of a lower tier subcontractor, that the CONTRACTOR present a

claim for work which was performed by the subcontractor or by a lower tier subcontractor on behalf of the subcontractor. The subcontractor requesting that the claim be presented to OWNER shall furnish reasonable documentation to support the claim. Within 45 days of receipt of this written request, the CONTRACTOR shall notify the subcontractor in writing as to whether the CONTRACTOR presented the claim to OWNER and, if the CONTRACTOR did not present the claim, provide the subcontractor with a statement of the reasons for not having done so.

J. Except for tort claims, all claims or any portion of the claim(s) by CONTRACTOR remaining in dispute of \$375,000 or less shall be subject to the provisions of Public Contract Code Section 20104 et seq., except that the provisions of Public Contract Code section 20104.4 relating to mediation after litigation has commenced are excused, unless a written agreement to the contrary has been entered into between the parties.

Only claims, regardless of size, for which timely notice has been given, which have been subjected to the procedures specified in Public Contract Code section 9204, remaining "unresolved" may be pursued through litigation. All other CONTRACTOR claims are deemed waived.

K. The parties shall attempt to resolve all claims during the course of the Project using the procedures set forth in Articles 55 and 56. Pending resolution of a claim, CONTRACTOR shall diligently continue to work on the Project to completion. CONTRACTOR agrees it will neither rescind the Contract Documents nor stop the progress of the work, and CONTRACTOR'S sole remedy shall be the procedures set forth in Articles 55 and 56.

## **ARTICLE 57 PERFORMANCE/PAYMENT BOND**

A. Unless otherwise specified in the Contract Documents, CONTRACTOR shall furnish a Performance Bond, and for any contract of \$25,000 or more, a Payment Bond, each in an amount equal to 100 percent of the price stated in the Contract Documents. All bonds shall be provided by a corporate surety admitted in California. Personal sureties and unregistered sureties are unacceptable. The Performance Bond shall remain in full force and effect through the guarantee period as specified in the Contract Documents and through such extended period as permissible to cover latent conditions.

B. All surety companies with a minimum rating of "A minus, VIII," ("A minus V" when the price stated in the Contract Documents is less than \$500,000) as rated by the current edition of Best's Key Rating Guide, published by A.M. Best Company, Oldwick, New Jersey, 08858, and admitted in California shall be presumed to be satisfactory to OWNER for the issuance of bonds. In the alternative, any admitted surety company

which satisfies the requirements set forth in California Code of Civil Procedure Section 995.660 shall be accepted and approved for the issuance of bonds.

## **ARTICLE 58 INSURANCE REQUIREMENTS**

A. CONTRACTOR shall provide the following insurance coverages, which shall remain in full force and effect during the Project:

1. Workers' Compensation;
2. Comprehensive General Liability;
3. Comprehensive Auto Liability;
4. Asbestos Abatement (on all modernization projects and on any other projects where asbestos-containing products may be affected by construction);
5. Course of Construction/Builder's Risk.

B. All insurance companies must meet the following criteria:

1. California admitted, as confirmed by the California Department of Insurance, or listed in the California Department of Insurance's List of Eligible Surplus Line Insurers ("LESLI list")
2. A minimum rating of "A-,VIII," as rated by the current edition of Best's Key Rating Guide, published by A.M. Best Company, Oldwick, New Jersey, 08858.

C. All CONTRACTOR'S insurance policies shall name OWNER's governing board or other governing body, OWNER's consultants, the Architect, and the Architect's consultants, their officers, agents and employees as additional insureds with regard to damages and defense of claims arising from:

1. Activities performed by or on behalf of the Named Insured;
2. Products and completed operations of Named Insured;
3. Premises owned, leased or used by the Named Insured;
4. The ownership, operation, maintenance, use, loading, or unloading of any auto owned, leased, hired, or borrowed by the Named Insured.

D. Should CONTRACTOR fail to provide insurance as required by the Contract Documents, OWNER may, at OWNER's option, take out and maintain at the expense

of CONTRACTOR, insurance in the name of CONTRACTOR, or subcontractor, as OWNER may deem proper. OWNER may deduct the cost of taking out and maintaining such insurance from any sums which are due or to become due to CONTRACTOR under the Contract Documents.

E. Insurance coverage shall not be less than the following:

1. WORKERS' COMPENSATION

a. In accordance with the provisions of Section 3700 of the California Labor Code, CONTRACTOR and every subcontractor shall be required to secure the payment of compensation to its employees.

b. In accordance with the provisions of Section 3700 of the California Labor Code, CONTRACTOR and every subcontractor shall be required to secure the payment of compensation to its employees.

c. CONTRACTOR shall at all times maintain workers' compensation insurance for all of its employees engaged in work under the Contract Documents, on or at the site of the Project. In case any of its work is sublet, CONTRACTOR shall require the subcontractor to similarly provide workers' compensation insurance for all of the subcontractors' employees. Any class of employee or employees not covered by a subcontractor's insurance shall be covered by CONTRACTOR's insurance. In case any class of employees engaged in work under the Contract Documents, on or at the site of the Project, is not protected under the workers' compensation statutes, CONTRACTOR shall provide or shall cause a subcontractor to provide adequate insurance coverage for the protection of such employees not otherwise protected before subcontractor commences work. CONTRACTOR shall file with OWNER certificates of its insurance protecting workers and a 30-day notice shall be provided to OWNER before the cancellation or reduction of any policy of CONTRACTOR or subcontractor. CONTRACTOR shall submit proof of insurance and provide endorsements on the forms provided by OWNER or on forms approved by OWNER.

d. The certificate shall reflect coverage in at least the following amounts:

(1) State workers' compensation statutory benefits policy—limits of not less than \$1,000,000.

(2) Employer's liability policy—limits of not less than \$1,000,000.

## 2. COMMERCIAL GENERAL LIABILITY

a. CONTRACTOR shall take out and maintain such commercial general liability insurance as shall protect CONTRACTOR and OWNER from all claims for personal injury, including accidental death, to any person (including, as to OWNER, injury or death to CONTRACTOR's or subcontractor's employees), as well as from all claims for property damage arising from operations under the Contract Documents, in amounts set forth in this article.

b. CONTRACTOR shall require its subcontractors, if any, to take out and maintain similar general commercial liability insurance in like amounts.

c. Coverage must be written on an occurrence versus a "claims made" form with policy limits not less than \$1,000,000 per occurrence and \$2,000,000 aggregate per project on bodily injury and property damage, and include coverage for the following:

- (1) Premises - operations;
- (2) Contractual liability;
- (3) Products;
- (4) Completed operations;
- (5) Broad form property damage including explosion, collapse, and underground coverages;
- (6) Personal injury;

d. In the event of any payment under the Commercial General Liability Policy, the insurer shall be subrogated to the extent of such payment to all the insured's rights of recovery, but the insurer shall have no rights of subrogation against OWNER, OWNER's consultants, the Architect, and the Architect's consultants, their elected or appointed officials, or employees, except as respects the negligence of OWNER, the Architect, and Architect's consultants.

3. COMPREHENSIVE AUTO LIABILITY INSURANCE

Such insurance shall have combined single limits of not less than \$1,000,000, bodily injury, property damage, including coverage for owned, non-owned and hired autos.

4. ASBESTOS ABATEMENT

a. Must be occurrence coverage versus "claims made" coverage.

b. \$1,000,000 per occurrence with not less than \$2,000,000 annual aggregates limits required.

c. Certificates of insurance must specify "asbestos abatement."

5. COURSE OF CONSTRUCTION (COC)/BUILDER'S RISK INSURANCE

a. When required by OWNER, on new school construction project, CONTRACTOR may be required to provide builders risk coverage with limits equal to 100 percent of the insurable value of the Project, including all items of labor and materials in or adjacent to the structure insured, all materials in place or to be used as part of the permanent construction, including surplus materials, shanties, protective fences, bridges, or temporary structures, miscellaneous materials and supplies incident to the work, and such scaffolding, staging, towers, forms, and equipment as are not owned or rented by CONTRACTOR, the cost of which are included in the cost of the Work. Such insurance shall be maintained for the life of the Contract.

b. If required by OWNER, CONTRACTOR shall maintain a Builder's Risk Completed Value Form providing all risk coverage, naming CONTRACTOR and OWNER as insureds and subcontractors to all levels as additional insureds, as their respective interests appear.

c. A maximum deductible of \$5,000 per occurrence will be allowed on projects. CONTRACTOR shall be responsible for any deductibles under the property insurance policy.

d. The builder's risk insurance limits shall initially be for the full amount of the Project price shown in the Agreement document and shall be maintained in full force and effect at all times between the signing of the contract and final acceptance of the completed work by OWNER at an amount equaling the estimated cost to OWNER of rebuilding.

F. CONTRACTOR shall be responsible for payment of any deductibles under any of the above named coverages.

## **ARTICLE 59 PROOF OF INSURANCE COVERAGE**

A. CONTRACTOR shall deliver in triplicate proof of carriage of required insurance. This proof shall be presented with the required Payment and Performance Bonds and return of other Contract Documents.

B. CONTRACTOR shall not commence work or allow any subcontractor to commence work under this contract until CONTRACTOR has obtained all required insurance and certificates, which shall be delivered to and approved by OWNER.

C. Certificates and insurance policies shall include the following:

1. A clause stating:

"This policy shall not be canceled or reduced in required limits of liability or amount of insurance until notice has been mailed to certificate holder stating the date of cancellation or reduction. The date of cancellation or reduction may not be less than 30 days after the date of mailing the notice."

2. Transcripts from the policies authenticated by the proper office of the insurer evidencing, in particular, those insured, the extent of the insurance, the location of and the operations to which the insurance applies, expiration date, and cancellation and reduction notice.

3. A statement that OWNER is a named additional insured under the policy described and that the insurance policy shall be primary to any insurance or self-insurance maintained by OWNER.

E. OWNER shall be named as certificate holder and additional insured and all certificates with endorsements shall be forwarded in triplicate to OWNER.

F. In the event of modification or cancellation of the policy or policies during the periods of coverage stated in this article, 30 days' prior written notice of such cancellation shall be delivered or mailed by certified mail, return receipt requested, to OWNER.

G. Acceptance of the certificates of insurance shall not relieve or decrease CONTRACTOR's liability. Insurance coverage in the minimum amounts set forth in the Contract Documents shall not be construed to relieve CONTRACTOR of liability in excess of such coverage, nor shall it preclude OWNER from taking such other actions

as are available to it under any other provisions of the Contract Documents or otherwise in law.

## **ARTICLE 60 INDEMNIFICATION**

A CONTRACTOR shall hold harmless, defend, and indemnify OWNER, the Architect, and Inspector of Record and the officials, officers, employees, volunteers, and agents, and each of them, from any and all claims, demands, causes of action, costs, expenses, liability, loss, damage or injury, in law or equity, to property or persons, including wrongful death, in any manner arising out of or incident to any acts, omissions, or willful misconduct of CONTRACTOR, its officials, officers, employees, agents, consultants, and subcontractors arising out of or in connection with the performance of the Work or the Contract Documents, including without limitation the payment of all consequential damages and attorneys fees and other related costs and expenses. At CONTRACTOR's own cost, expense, and risk and with counsel reasonably satisfactory to OWNER, CONTRACTOR shall defend any and all such suits, actions, or other legal proceedings of every kind that may be brought or instituted against OWNER, the Architect, Inspector of Record, and their directors, officials, officers, employees, agents, or volunteers. CONTRACTOR shall pay and satisfy any judgment, award, or decree that may be rendered against OWNER, the Architect, Inspector of Record or their directors, officials, officers, employees, agents, or volunteers, in any such suit, action, or other legal proceeding. CONTRACTOR shall reimburse OWNER, the Architect, Inspector of Record and their directors, officials, officers, employees, agents, and volunteers, for any and all legal expenses and costs incurred by each of them in connection with any suit, action, or legal proceeding, or in enforcing the indemnity provided under this Article.

B. CONTRACTOR shall require each subcontractor to hold harmless, defend, and indemnify OWNER, the Architect, Inspector of Record and their officials, officers, employees, volunteers and agents, from any and all claims, demands, causes of action, costs, expenses, liability, loss, damage, or injury, in law or equity, to property or persons, including wrongful death, in any manner arising out of or incident to any acts, omissions, or willful misconduct of subcontractor its officials, officers, employees, agents, consultants and subcontractors arising out of or in connection with the performance of the Work or the Contract Documents, including without limitation the payment of all consequential damages and attorneys' fees and other related costs and expenses. At subcontractor's own cost, expense and risk, subcontractor shall defend any and all such suits, actions, or other legal proceedings of every kind that may be brought or instituted against OWNER, the Architect, Inspector of Record, and their directors, officials officers, employees, agents or volunteers. Subcontractor shall pay and satisfy any judgment, award, or decree that may be rendered against OWNER, the Architect, Inspector of Record, or their directors, officials, officers, employees, agents or volunteers, in any such suit, action, or other legal proceeding. Subcontractor shall reimburse OWNER, the Architect, Inspector of Record, and their directors, officials,



officers, employees, agents, and volunteers, for any and all legal expenses and costs incurred by each of them in connection with any suit, action, or legal proceeding, or in enforcing the indemnity provided under this article.

C. The obligations of this Article expressly include but are not limited to the obligations of indemnification and defense of OWNER, the Architect, Inspector of Record, and their directors, officials, officers, agents and employees arising in any manner out of any claims against them brought by other contractors, subcontractors, material suppliers, or other third parties alleging any of them owe the claimant either time, compensation, or damages due to any act, omission, or occurrence caused or contributed to in any degree by CONTRACTOR or any of its subcontractors.

## **ARTICLE 61 ASSIGNMENT**

CONTRACTOR shall not assign any rights, delegate any duties, transfer, convey, sublet, or otherwise dispose of the Construction Agreement or of its rights, title, or interest in or to the Construction Agreement or any part of it. If CONTRACTOR assigns, transfers, conveys, sublets, or otherwise disposes of the Construction Agreement or its right, title, or interest in it, or any part of it, any attempted or purported assignment, transfer, conveyance, sublease, or other disposition, shall be null, void, and of no legal effect whatsoever, and at OWNER's option the Construction Agreement may be terminated, revoked, and annulled, and OWNER shall then be discharged from any and all liability and obligations to CONTRACTOR, and to its purported assignee or transferee, arising out of the Construction Agreement. This expressly includes but is not limited to any attempts to create "pass through" or similar rights for subcontractors to pursue claims directly against OWNER.

## **ARTICLE 62 SEPARATE CONTRACTS**

A. OWNER reserves the right to let other contracts in connection with this Work. CONTRACTOR shall afford other contractors reasonable opportunity for introduction and storage of their materials and execution of their work, and shall coordinate its work with those other contractors.

B. If any part of CONTRACTOR's work depends upon work of any other contractor for proper execution of results, CONTRACTOR shall inspect and promptly report in writing to the Architect any defects in the other contractor's work that render it unsuitable for proper execution or results. CONTRACTOR's failure to inspect and report shall constitute its acceptance of any other contractor's work as fit and proper for reception of its work except as to defects which may develop in another contractor's work after execution of CONTRACTOR's work.

C. To ensure proper execution of CONTRACTOR's subsequent work, CONTRACTOR shall measure and inspect work already in place and shall report in

writing to the Architect any discrepancy between executed work and the Contract Documents.

D. CONTRACTOR shall ascertain to CONTRACTOR's satisfaction the scope of the Project and nature of any other contracts that have been or may be awarded by OWNER in connection with the Project, in order that CONTRACTOR may perform the work in light of any other contracts. Nothing contained in the Contract Documents shall be interpreted as granting to CONTRACTOR exclusive occupancy of the Project site. 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, OWNER shall decide which contractor shall cease work temporarily and which contractor shall continue or whether work can be coordinated so that the contractors may proceed simultaneously. OWNER shall not be responsible for any damage suffered or extra costs incurred by CONTRACTOR resulting directly or indirectly from the award or performance or attempted performance of any other contract or contracts on the Project, or caused by any decision or omission of OWNER regarding the order in performing or coordinating the contracts.

## **ARTICLE 63 OWNER'S RIGHT TO TERMINATE CONTRACT**

### **Termination for Cause:**

A. OWNER may serve upon CONTRACTOR and its surety written notice of OWNER's intention to terminate the Construction Agreement, without prejudice to any other right or remedy, upon the occurrence of any of the following circumstances:

1. If CONTRACTOR refuses or fails to pursue the Work or any part with sufficient diligence to ensure its completion within the time specified, or any extension of time;
2. If CONTRACTOR refuses or fails to complete the Work within the time required;
3. If CONTRACTOR is adjudged a bankrupt, or makes a general assignment for the benefit of its creditors;
4. If a receiver is appointed on account of CONTRACTOR's insolvency;
5. If CONTRACTOR persistently or repeatedly refuses or fails to supply enough properly skilled workers or proper materials to complete the Work in the time specified, except in cases for which extension of time is provided;

6. If CONTRACTOR fails to make prompt payment to subcontractors or for material or labor;
7. If CONTRACTOR persistently disregards laws, ordinances, or instructions of OWNER;
8. If CONTRACTOR or its SUBCONTRACTORS violates any of the provisions of the Contract Documents.

B. The notice of intent to terminate shall contain the reasons for termination.

C. Unless the identified condition(s) or violation(s) ceases and arrangements satisfactory to OWNER for correction are made within 10 days after service of the notice, the Construction Agreement may be terminated, in the total discretion of OWNER. In that event, CONTRACTOR shall not be entitled to receive any further payment until the Work is completed.

D. In the event of OWNER's election to terminate, OWNER shall immediately serve written notice of termination upon CONTRACTOR and upon surety on CONTRACTOR's Performance Bond, and the surety shall then have the right to take over and perform this contract; provided however that if within seven days after service upon the surety of the notice of election to terminate, the surety does not give OWNER written notice of its intention to take over and perform the Construction Agreement, or does not commence performance within 15 days after the date of service of the notice of termination by OWNER on surety, OWNER may take over and complete the Work by contract or by any other method it deems advisable.

E. CONTRACTOR and its surety shall be liable to OWNER for any excess cost or other damages incurred by OWNER. If OWNER takes over the Work as provided above, OWNER may exclude CONTRACTOR and the surety from the premises, or any portion of the premises, and take control of the premises without liability and without affecting the liability of CONTRACTOR and the surety for completion of the Work. In addition, OWNER may take possession of and utilize in completing the Work any materials, appliances, equipment, and other property belonging to CONTRACTOR on the work site necessary for completion of the Project, without liability.

F. If the unpaid balance of the contract price exceeds the expense of finishing the Work, including without limitation compensation for additional architectural, managerial, inspection, and administrative services, the excess shall be paid to CONTRACTOR. If the expense exceeds the unpaid balance, CONTRACTOR shall pay the difference to OWNER. Any expenses incurred by OWNER, and any damage incurred through CONTRACTOR's default, shall be certified by the Architect.

G. These provisions are in addition to and not a limitation on any other rights or remedies available to OWNER.

#### **Termination for Convenience:**

H. OWNER has discretion to terminate this Agreement at any time and require CONTRACTOR to cease all work on the project by providing CONTRACTOR written notice of termination specifying the desired date of termination. Upon receipt of written notice from OWNER of such termination for OWNER's convenience, CONTRACTOR shall:

1. Cease operations as directed by OWNER in the notice;
2. Take any actions necessary, or that OWNER may direct, for the protection and preservation of the Work; and
3. Maintain any insurance provisions required by the Contract Documents.

In case of termination for OWNER's convenience, CONTRACTOR shall be entitled to receive payment from OWNER for work satisfactorily executed and for proven loss with respect to materials, equipment, and tools, including overhead and profit for that portion of the work completed. In the case of termination for convenience, OWNER shall have the right to accept assignment of subcontractors. The foregoing provisions are in addition to and not in limitation of any other rights or remedies available to OWNER.

#### **ARTICLE 64 NO WAIVER**

The failure of OWNER in any one or more instances to insist upon strict performance of any of the terms of the Contract Documents, or to exercise any option conferred in them, shall not be construed as a waiver or relinquishment to any extent of the right to assert or rely upon any such terms or option on any future occasion.

#### **ARTICLE 65 EXCISE TAXES**

If any transaction under the Contract Documents constitutes a sale on which a federal excise tax is imposed under federal excise tax law, and the sale is exempt from the excise tax because it is a sale to a state or local government for its exclusive use, upon request OWNER will execute a certificate of exemption which will certify that

(1) OWNER is a political subdivision of the State for the purpose of such exemption, and (2) the sale is for the exclusive use of OWNER. No excise tax for such materials shall be included in any bid price.

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

The terms of the Contract Documents may result in the creation of a possessory interest. If a possessory interest is vested in a private party to the Contract Documents, the private party may be subjected to the payment of property taxes levied on such interest.

## **ARTICLE 67 ASSIGNMENT OF ANTITRUST ACTIONS**

A. Public Contract Code Section 7103.5(b) provides:

“In entering into a public works contract or a subcontract to supply goods, services, or materials pursuant to a public works contract, the contractor or subcontractor offers and agrees to assign to the awarding body (OWNER) all rights, title, and interest in and to all causes of action it may have under Section 4 of the Clayton Act (15 U.S.C. Sect. 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 purchases of goods, services, or materials pursuant to the public works contract or the subcontract. This assignment shall be made and become effective at the time the awarding body tenders final payment to the contractor, without further acknowledgment by the parties.”

B. For itself and all subcontractors, CONTRACTOR agrees to assign to OWNER all rights, title, and interest in and to all such causes of action CONTRACTOR and all subcontractors may have under the Contract Documents. This assignment shall become effective at the time OWNER tenders final payment to CONTRACTOR, and CONTRACTOR shall require assignments from all SUBCONTRACTORS to comply with this requirement.

## **ARTICLE 68 PATENTS, ROYALTIES, AND INDEMNITIES**

CONTRACTOR shall hold harmless OWNER and its governing board or other governing body, officers, agents, and employees from liability of any nature or kind, including cost and expense, for or on account of any patented or unpatented invention, process, article, or appliance manufactured or used in the performance of the Work of the Contract Documents, including its use by OWNER, unless otherwise specifically provided in the Contract Documents and unless such liability arises from the sole negligence, active negligence, or willful misconduct of OWNER.

## **ARTICLE 69 STATE AUDIT**

Pursuant to and in accordance with the provisions of Government Code Section 8546.7, CONTRACTOR and any subcontractor connected with the performance of the

Contract Documents involving the expenditure of public funds in excess of \$10,000, including, but not limited to the cost of administration of the Contract Documents, shall be subject to examination and audit by the State of California, either at the request of OWNER or as part of any audit of OWNER, for a period of three years after final payment is made under the Contract Documents.

## **ARTICLE 70 PROVISIONS REQUIRED BY LAW DEEMED INSERTED**

Every provision of law and clause required by law to be inserted in the Contract Documents shall be deemed to be inserted, and the Contract Documents shall be read and enforced as though it were included. If through mistake or otherwise any provision is not inserted or is not correctly inserted, upon application of either party the Contract Documents shall be amended to make the insertion or correction. All references to statutes and regulations shall include all amendments, replacements, and enactments on the subject which are in effect as of the date of the Contract Documents and any later changes which do not materially and substantially alter the positions of the parties.

## **ARTICLE 71 NOTICE AND SERVICE**

A. Any notice from one party to the other under the Contract Documents shall be in writing and shall be dated and signed by the party giving the notice or by a duly authorized representative of the party. Any notice shall not be effective for any purpose unless served in one of the following ways:

B. If notice is given to OWNER, by personal delivery to OWNER or by depositing the notice in the United States mail, enclosed in a sealed envelope addressed to OWNER and sent by registered or certified mail with postage prepaid.

C. If notice is given to CONTRACTOR, by personal delivery to CONTRACTOR or to CONTRACTOR's superintendent at the Project Site, or by depositing the notice in the United States mail, enclosed in a sealed envelope addressed to CONTRACTOR at its regular place of business or at such address as may have been established for the conduct of work under the Contract Documents, and sent by registered or certified mail with postage prepaid.

D. If notice is given to surety or other persons, by personal delivery or by depositing the notice in the United States mail, enclosed in a sealed envelope addressed to the surety or person at the address last communicated by the surety or other person to the party giving notice, and sent by registered or certified mail with postage prepaid.

## **ARTICLE 72 DISABLED VETERAN BUSINESS ENTERPRISE COMPLIANCE**

A. In accordance with Education Code Section 17076.11, OWNER has a participation goal for disabled veteran business enterprises of at least three percent per

year of the overall dollar amount of funds allocated to OWNER by the State Allocation Board pursuant to the Leroy F. Greene School Facilities Act of 1998 for construction or modernization and expended each year by the school district.

B. Prior to, and as a condition precedent for final payment under any contract for such project, CONTRACTOR shall provide appropriate documentation to OWNER identifying the amount paid to disabled veteran business enterprises in conjunction with the Contract Documents, so that OWNER can assess its success at meeting this goal.

## 11-SUPPLEMENTAL GENERAL CONDITIONS

**PROJECT TITLE:** ESSER Funded Shade Structure and Site Improvements at Wasco High School Auditorium

**OWNER:** Wasco Union High School District

**SUPPLEMENTAL GENERAL CONDITION NO.** 1

Add Article on Progress Meetings, as follows:

### **ARTICLE PROGRESS MEETINGS**

CONTRACTOR shall attend all progress meetings and take clear and complete notes of the meetings and all subjects discussed at the meetings, submitting the notes within 48 hours of the end of the meeting to the Architect for review and comment. Notes shall be kept in a manner, which will permit easy tracking of the progress of each topic of discussion.

**SUPPLEMENTAL GENERAL CONDITION NO.** 2

### **CONTRACT CLOSEOUT**

a. 1.04 Contract Closeout:

Notwithstanding Article 53 paragraph B.2, the intent of the "As-built record drawing shall be to accurately locate the exact locations and elevations of all covered utilities, including, valves, cleanouts, etc. "As-Built" record drawings shall not necessarily reflect or depict changes to the construction drawings that are made by addendum, change order, shop drawing, or submittals unless such changes indicate work that will be covered or otherwise hidden from view.

b. 1.05 Allowance:

Notwithstanding Article 53, paragraph B.4, the Contractor shall provide an allowance, which shall be itemized on the Schedule of Values, to be used to employ the services of an approved qualified draftsman to draft, update and incorporate the "As-Built" record information to include but not necessarily limited to, all addendum, change orders, Field (Construction) Change Documents, Architect's Supplemental Instructions, and field verified locations and installation of all materials and products above and below grade, etc., into electronic data files of the originally approved plans and specifications (AutoCAD) as provided by the Architect and provide a complete set of plans in a reproducible transparent digital film and "Auto CAD Architectural Desktop 2023 on CD upon the approval of the Architect that all "As-Built" record information has been properly included. The allowance shall be a minimum of \$2,500.00. The contractor shall be responsible for the cost of all reproduction, which shall not be included as a part of the allowance. In the event the services of the approved qualified draftsman exceeds the allowance amount the Contractor shall be responsible to pay the full and actual amount to approved qualified draftsman without seeking compensation from the District. In the event, the cost of the services of the approved qualified draftsman is less than the amount of the allowance the Contractor shall return the difference to the District.

**SUPPLEMENTAL GENERAL CONDITION NO.** 3



## **ADD TO ARTICLE 19.D.11 OF GENERAL CONDITIONS**

### **a. Substitution Request:**

#### **1.) Cost to Contractor or Bidder for review of Substitution Request.**

a) Each review of a Substitution Request by the Architect will be billed to the submitter (Contractor or Bidder at an hourly rate of \$200.00 per hour, two hour minimum for each review, whether approved or rejected.

i) The Architect may waive the review cost if, in his sole opinion, the submittal was complete and the time involved in the review was not substantial, and it was in the best interest of the owner.

#### **2.) Content of Request:**

a.) Complete the attached Substitution Request Form (EXHIBIT "A" at the end of this Section) and the Substitution Warranty (at the end of this Section), substantiating compliance of proposed substitution with Contract Documents.

b.) For products, attach to the Substitution Request Form (EXHIBIT "A"):

i) Product identification, including manufacturer's name and address.

ii) Manufacturers literature including product description, performance and test data and reference standards.

iii) Samples.

c.) For construction methods, attach to the Substitution Request Form:

i) Detailed description of Proposed methods.

ii) Drawings illustrating methods.

d) Attach to the Substitution Request Form an itemized comparison of proposed substitution with product or method specified.

#### **3.) In making request for substitution, Contractor or Bidder attests that:**

a.) He has personally investigated proposed product or method, and determined that it is equal or superior in all respects to that specified.

b.) He will provide the same guarantee or warranty for substitution as for product or method specified.

c.) He will coordinate installation of accepted substitution into work, making such changes as may be required for work to be complete in all respects.

d.) He waives all claims for additional costs related to substitution which subsequently become apparent.

i) Submit three (3) copies of Substitution Request and Substitution Warranty (EXHIBIT "A") prior to submittals required.

### **b. Acceptance of Substitutions**

- 1.) Procedures:
  - a.) The Contract is based on materials, equipment and methods described in the Contract Documents.
  - b.) Architect will consider proposals submitted in accordance with the Substitution Request.
  - c.) Substitutions will be considered when submitted no later than ten (10) working days prior to bid date.
  - d.) Architect is solely responsible for judging the acceptance of substitutions.
  - e.) Substitute materials, equipment or methods shall not be used unless such substitution has been specifically approved for this work by the Architect and DSA.
  - f.) Substitutions will not be considered if:
    - i) They are indicated or implied on product submittals without formal request submitted in accordance with Substitution Request.
    - ii) Acceptance will require substantial revision of Contract Documents.
    - iii) They are submitted no later than ten (10) working days prior to bid, unless the specified or drawing item has been verified to be discontinued or is otherwise unavailable, or the owner desires a cost savings for the product or system.
- 2.) In the event BIDDER/CONTRACTOR furnishes any material, process, or article more expensive than that specified, the difference in cost of the material, process or article so furnished shall be borne by BIDDER/CONTRACTOR.
- 3.) If the substitution is accepted, the BIDDER/CONTRACTOR shall be solely and directly responsible for fitting accepted substitute materials and equipment into the available space in a manner acceptable to the Architect, and for the proper operation of the substituted equipment with all other equipment with which it may be associated. The BIDDER/CONTRACTOR shall bear all costs of meeting the above requirements for presenting a proposed substitution, and if the substitution is accepted the BIDDER/CONTRACTOR must bear all costs involved.

**SUPPLEMENTAL GENERAL CONDITION NO. 4 Not Used**

**SUPPLEMENTAL GENERAL CONDITION NO. 5**

GENERAL CONDITIONS ARTICLE 46.B.: Shall be amended to read as follows:

B. Monthly payments shall be made only on the basis of monthly estimates which shall be prepared by CONTRACTOR on a form approved by OWNER and filed before the fifth day of the month during which payment is to be made. With the approved payment request form, CONTRACTOR shall submit a completed "PROGRESS PAYMENT REQUEST - SUPPLEMENTAL FORM REGARDING STATUS OF CLAIMS UPDATE, AND WAIVER AND RELEASE OF UNLISTED CLAIMS" form, using the form attached as part of the Contract Documents (EXHIBIT "B"). Submission of a completed and fully executed form shall be a prerequisite to the CONTRACTOR's right to payment. No other form is

acceptable. Contractor shall also submit Conditional and Unconditional Waiver for Progress and Final Payments received and requested using the attached forms. (Exhibits E, F, G and H). Failure to use the specified form shall constitute a waiver and release of any claim for damages, additional compensation or time.

**SUPPLEMENTAL GENERAL CONDITION NO. 6**

GENERAL CONDITIONS ARTICLE 51.F.: Add the following paragraph:

F. Within 10 days of the beginning of any delay (unless OWNER grants in writing a further period of time to file notice prior to the date of final completion of the Project), CONTRACTOR shall notify OWNER in writing of the causes for the delay. Contractor shall use the form of "Notice of Claim" (EXHIBIT "C") included in the Contract Documents. No other form of notice is acceptable. Failure to use the specified form of notice shall constitute a waiver and release of any claim for damages, additional compensation or time. Failure to give the required notice in writing within the time provided shall be interpreted as a failure by CONTRACTOR to properly administer the Contract Documents, Project, and Work, and shall constitute a waiver by CONTRACTOR of all claims of any kind and nature, without limitation, arising from the delay. In addition to this notice, in any instance where CONTRACTOR claims delay was caused by OWNER, the Architect or Architect's consultants, Inspector of Record, Division of State Architect, or anyone claimed to be an agent of them, and as a precondition to any right to claim additional time, prior to making any request for time, CONTRACTOR shall have satisfied the obligation of the Contract Documents to protest the delay.

**SUPPLEMENTAL GENERAL CONDITIONS NO. 7**

GENERAL CONDITIONS, ARTICLE 27.M – CHANGED AND EXTRA WORK – shall be changed to read as follows:

M. If CONTRACTOR should claim that any instruction, request, drawing, specification, action, condition, omission, default, or other situation constitutes a change, extra work, or otherwise obligates OWNER to pay damages, additional compensation to CONTRACTOR or to grant an extension of time, or constitutes a waiver of any provision in the Contract Documents, CONTRACTOR shall notify OWNER in writing of such claim within five calendar days from the date CONTRACTOR has actual or constructive notice of the factual basis supporting the claim. Contractor shall use the form of "Notice of Claim" included in the Contract Documents. No other form of notice is acceptable. Failure to use the specified form of notice shall constitute a waiver and release any claims for damages, additional compensation or time. The notice shall state the factual basis for the claim and cite in detail the Contract Documents (including plans and specifications) upon which the claim is based. CONTRACTOR'S failure to notify OWNER within the five-day period shall be deemed a waiver and relinquishment of such a claim. If the notice is given within the specified time, the procedure for its consideration shall be as stated in these General Conditions. In the event of failure to agree, the matter shall be treated as a claim following the claims procedures in the Contract Documents. (See Exhibit C for Claim form)

**SUPPLEMENTAL GENERAL CONDITIONS NO. 8 Not Used**

**EXHIBIT A**

**SUBSTITUTION REQUEST FORM**

To: \_\_\_\_\_  
\_\_\_\_\_

Item: \_\_\_\_\_ Specified or Drawing

Project: \_\_\_\_\_

We hereby submit for your consideration the following product instead of the specified item for the above product:

Section	Page	Paragraph	Description
---------	------	-----------	-------------

The undersigned requests consideration of the following:

PROPOSED SUBSTITUTION/S:


Attached data includes product description, specifications, drawings, photographs, performance and test data adequate for evaluation of the request; applicable portions of the data are clearly identified.

Attached data also includes a description of changes to the Contract Documents which the proposed substitution will require for its proper installation.

The undersigned certifies that the following paragraphs, unless modified by attachments, are correct:

1. The proposed substitution does not affect dimensions shown on the Drawings.
2. The undersigned will compensate the architect at a rate of \$200.00 an hour for changes required to the building design, including engineering design, detailing, and construction costs caused by the requested substitution. The Architect is herein defined as any of those firms or individuals listed by reference on the Drawings, including all Consultants identified herein.
3. The proposed substitution will have no adverse affect on other trades, the construction schedule, or specified warranty requirements.
4. Maintenance and service parts will be locally available for the proposed substitution.
5. Attach all cost data with explanations if different from Specified or Drawing item. Include in that explanation a discussion on quality or proposed substitution and cost differential.
6. The undersigned will pay for any subsequent changes in incorporating the proposed substitution that were not apparent at the time of approval into the Work, including compensation to the Architect as described in item 2 above.

The undersigned states that the function, appearance and quality are equivalent or superior to the specified or drawing item.

Submitted By:

Signature\_\_\_\_\_

Firm\_\_\_\_\_

Address\_\_\_\_\_

\_\_\_\_\_

Date\_\_\_\_\_

Telephone(\_\_\_\_\_)\_\_\_\_\_

Fax # (\_\_\_\_\_)\_\_\_\_\_

For Use by Architect/Engineer

Accepted \_\_\_\_\_

Accepted as noted \_\_\_\_\_

Not Accepted \_\_\_\_\_

By\_\_\_\_\_

Date\_\_\_\_\_

Remarks\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

## EXHIBIT A (con't)

### SUBSTITUTION WARRANTY

In addition to other requirements, the General Contractor shall warrant in writing that substituted materials shall perform as specified, and assume complete responsibility for same, including responsibility and costs required for modifications to building or other materials or equipment, and any additional coordination with work of other trades. Testing, if required, shall be paid by the General Contractor. **The following is an example of the type of Substitution warranty, which shall be executed by the Contractor, on his own letterhead.**

### SUBSTITUTION WARRANTY

We propose to provide

\_\_\_\_\_

(Describe items being proposed for substitution)

for \_\_\_\_\_ in lieu of and as

(List project name)

an equivalent to \_\_\_\_\_.

(Describe specified product)

As indicated on the drawings and described in Section \_\_\_\_\_ of the Specifications.

We agree to assume the cost of any modifications to other portions of the work as necessary to accommodate our material (s) and system(s).

We hereby warrant that \_\_\_\_\_

(Provide description)

(Provide description)

is the equivalent of \_\_\_\_\_

(Specified product)

In every respect and will perform satisfactorily under the conditions and use indicated on the Drawings and described in the Specifications

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

(Manufacturer/Supplier/Other)

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

(Subcontractor)

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

(Contractor)

**NOTE:** Affix Corporate Seal over Signatures.



## **EXHIBIT “B”**

### **PROGRESS PAYMENT REQUEST - SUPPLEMENTAL FORM REGARDING STATUS OF CLAIMS UPDATE, AND WAIVER AND RELEASE OF UNLISTED CLAIMS**

**This form must be submitted as part of every progress payment request.  
Each prior and new claim must be identified.**

**Progress payments will not be processed without submission of this form.**

**WARNING: FAILURE TO LIST PRIOR AND NEW CLAIMS IN THIS DOCUMENT WILL  
CONSTITUTE A WAIVER AND RELEASE OF ANY CLAIM AND ALL DAMAGE  
RELATED THERETO.**

**CONTRACTOR’S NAME:** \_\_\_\_\_

**PROJECT NAME:** \_\_\_\_\_

**DATE OF THIS REQUEST:** \_\_\_\_\_

**CLAIMS AS TO WHICH NOTICE HAS ALREADY BEEN GIVEN:**  
[List all] [Use additional sheets as needed]

**NEW CLAIMS, AS TO WHICH NOTICE HAS NOT PREVIOUSLY BEEN GIVEN, AND AS TO  
WHICH THE REQUIRED FORM OF WRITTEN NOTICE IS ATTACHED:**  
[List all] [Use additional sheets as needed]

By executing and submitting this supplement to my request for a progress payment, I am certifying to the Owner that I have listed all claims, including claims as to which notice has already been given in compliance with the requirements of the Contract Documents, and including any new claims arising since the prior progress payment request. The foregoing information is accurate, complete and true, except as expressly noted. I am authorized on behalf of the claimant in such claims to make these representations, and to waive and release claims. Any claim not expressly and specifically identified herein is hereby waived, and the Owner, its Trustees, officers, agents and employees are hereby released from any and all claims not expressly identified herein.

I, the undersigned, declare under penalty of the perjury laws of the State of California, that the foregoing is true and correct.

**CLAIMANT’S TYPED/PRINTED NAME:** \_\_\_\_\_

**CLAIMANT’S SIGNATURE:** \_\_\_\_\_





## EXHIBIT "C"

### NOTICE OF CLAIM

This form must be used for giving written Notice of any claim.  
No other form of written Notice is permitted.

One copy, each, of this Notice must be given to both the  
Construction Manager and to the Owner to be considered effective Notice.

**WARNING: FAILURE TO GIVE THIS WRITTEN NOTICE WITHIN THE TIME SPECIFIED IN THE  
CONTRACT DOCUMENTS CONSTITUTES A WAIVER AND RELEASE OF ANY  
CLAIM AND DAMAGE RELATED THERETO.**

TO: **CONSTRUCTION MANAGER**  
**OWNER**

CLAIMANT'S NAME: \_\_\_\_\_

PROJECT NAME: \_\_\_\_\_

DATE OF THIS NOTICE:

DATE OF OCCURRENCE GIVING RISE TO THIS CLAIM:

AMOUNT OF CLAIM: \_\_\_\_\_

IS A TIME EXTENSION REQUESTED AS PART OF THIS CLAIM?

NO: \_\_\_\_\_ YES: \_\_\_\_\_ IF YES, AMOUNT REQUESTED: \_\_\_\_\_ DAYS

STATE THE FACTUAL BASIS FOR THIS CLAIM: *[Attach additional sheets as needed]*

STATE THE NATURE OF THE DAMAGES CLAIMED: *[Attach additional sheets as needed]*

I am aware of the penalties for submitting a false claim to a public agency. By executing and submitting this Notice, I am certifying to the Owner that I have investigated this claim and have found the foregoing information to be accurate, complete and true, except as expressly noted.

The foregoing is true and correct, and this Notice of Claim is given under penalty of the perjury laws of the State of California.

CLAIMANT'S TYPED/PRINTED NAME: \_\_\_\_\_

CLAIMANT'S SIGNATURE: \_\_\_\_\_

**EXHIBIT "E"**  
**UNCONDITIONAL WAIVER AND RELEASE ON FINAL PAYMENT**

**NOTICE TO CLAIMANT: THIS DOCUMENT WAIVES AND RELEASES LIEN, STOP PAYMENT NOTICE, AND PAYMENT BOND RIGHTS UNCONDITIONALLY AND STATES THAT YOU HAVE BEEN PAID FOR GIVING UP THOSE RIGHTS. THIS DOCUMENT IS ENFORCEABLE AGAINST YOU IF YOU SIGN IT, EVEN IF YOU HAVE NOT BEEN PAID. IF YOU HAVE NOT BEEN PAID, USE A CONDITIONAL WAIVER AND RELEASE FORM.**

---

<b>Identifying Information</b>
Name of Claimant:
Name of Customer:
Job Location:
Owner:

---

**Unconditional Waiver and Release**

This document waives and releases lien, stop payment notice, and payment bond rights the claimant has for all labor and service provided, and equipment and material delivered, to the customer on this job. Rights based upon labor or service provided, or equipment or material delivered, pursuant to a written change order that has been fully executed by the parties prior to the date that this document is signed by the claimant, are waived and released by

---

**Exceptions**

---

This document does not affect any of the following:  
Disputed claims for extras in the amount of: \$

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---

<b>Signature</b>
Claimant's Signature:
Claimant's Title:
Date of Signature:

**EXHIBIT "F"**  
**CONDITIONAL WAIVER AND RELEASE ON FINAL PAYMENT**

**NOTICE: THIS DOCUMENT WAIVES THE CLAIMANT'S LIEN, STOP PAYMENT NOTICE, AND PAYMENT BOND RIGHTS EFFECTIVE ON RECEIPT OF PAYMENT. A PERSON SHOULD NOT RELY ON THIS DOCUMENT UNLESS SATISFIED THAT THE CLAIMANT HAS RECEIVED PAYMENT.**

---

Identifying Information
Name of Claimant:
Name of Customer:
Job Location:
Owner:

---

**Conditional Waiver and Release**

This document waives and releases lien, stop payment notice, and payment bond rights the claimant has for labor and service provided, and equipment and material delivered, to the customer on this job. Rights based upon labor or service provided, or equipment or material delivered, pursuant to a written change order that has been fully executed by the parties prior to the date that this document is signed by the claimant, are waived and released by this document, unless listed as an Exception below. This document is effective only on the claimant's receipt of payment from the financial institution on which the following check is drawn:

---

Maker of Check:
Amount of Check: \$
Check Payable to:

---

**Exceptions**

This document does not affect any of the following:  
Disputed claims for extras in the amount of: \$

---

---

Signature
Claimant's Signature:
Claimant's Title:
Date of Signature:

**EXHIBIT "G"**  
**UNCONDITIONAL WAIVER AND RELEASE ON PROGRESS PAYMENT**

**NOTICE TO CLAIMANT: THIS DOCUMENT WAIVES AND RELEASES LIEN, STOP PAYMENT NOTICE, AND PAYMENT BOND RIGHTS UNCONDITIONALLY AND STATES THAT YOU HAVE BEEN PAID FOR GIVING UP THOSE RIGHTS. THIS DOCUMENT IS ENFORCEABLE AGAINST YOU IF YOU SIGN IT, EVEN IF YOU HAVE NOT BEEN PAID. IF YOU HAVE NOT BEEN PAID, USE A CONDITIONAL WAIVER AND RELEASE FORM.**

---

Identifying Information
Name of Claimant:
Name of Customer:
Job Location:
Owner:

---

**Unconditional Waiver and Release**

This document waives and releases lien, stop payment notice, and payment bond rights the claimant has for all labor and service provided, and equipment and material delivered, to the customer on this job. Rights based upon labor or service provided, or equipment or material delivered, pursuant to a written change order that has been fully executed by the parties prior to the date that this document is signed by the claimant, are waived and released by

---

**Exceptions**

---

This document does not affect any of the following:  
Disputed claims for extras in the amount of: \$

---

---

Signature
Claimant's Signature:
Claimant's Title:
Date of Signature:

**EXHIBIT "H"**  
**CONDITIONAL WAIVER AND RELEASE ON PROGRESS PAYMENT**

**NOTICE: THIS DOCUMENT WAIVES THE CLAIMANT'S LIEN, STOP PAYMENT NOTICE, AND PAYMENT BOND RIGHTS EFFECTIVE ON RECEIPT OF PAYMENT. A PERSON SHOULD NOT RELY ON THIS DOCUMENT UNLESS SATISFIED THAT THE CLAIMANT HAS RECEIVED PAYMENT.**

---

Identifying Information
Name of Claimant:
Name of Customer:
Job Location:
Owner:

---

**Conditional Waiver and Release**

This document waives and releases lien, stop payment notice, and payment bond rights the claimant has for labor and service provided, and equipment and material delivered, to the customer on this job. Rights based upon labor or service provided, or equipment or material delivered, pursuant to a written change order that has been fully executed by the parties prior to the date that this document is signed by the claimant, are waived and released by this document, unless listed as an Exception below. This document is effective only on the claimant's receipt of payment from the

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financial institution on which the following check is drawn:

Maker of Check:
Amount of Check: \$
Check Payable to:

---

**Exceptions**

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This document does not affect any of the following:  
Disputed claims for extras in the amount of: \$

---

---

Signature
Claimant's Signature:
Claimant's Title:
Date of Signature:

## 12-PAYMENT BOND

KNOW ALL PERSONS BY THESE PRESENTS:

WHEREAS, the Wasco Union School District, (referred to as "Owner"), has awarded to \_\_\_\_\_ referred to as the "Contractor/Principal") a contract for the work described as follows:

WHEREAS, Contractor/Principal is required by Division 4, Part 6, Title 3, Chapter 5 (commencing at Section 9550) of the California Civil Code to furnish a bond in connection with the contract;

**ESSER Funded Shade Structure and Site Improvements  
at Wasco High School Auditorium**

NOW, THEREFORE, we, the Contractor/Principal and \_\_\_\_\_ as Surety, are held firmly bound unto Owner in the penal sum of \_\_\_\_\_ Dollars (\$\_\_\_\_\_), 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 the Contractor/Principal, his/her or its heirs, executors, administrators, successors, or assigns, or a subcontractor, shall fail to pay any person or persons named in Civil Code Section 9100 or fail to pay for any materials 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 for amounts due under the Unemployment Insurance Code with respect to work or labor thereon of any kind, or shall fail to deduct, withhold, and pay over to the Employment Development Department any amounts required to be deducted, withheld, and paid over by Section 13020 of the Unemployment Insurance Code with respect to work and labor thereon of any kind, then said Surety will pay for the same, in or to an amount not exceeding the amount set forth above, and in case suit is brought upon this bond Surety will also pay such reasonable attorney's fees as shall be fixed by the court, awarded and taxed as provided in Division 4, Part 6, Title 3, Chapter 5 (commencing at Section 9550) of the California Civil Code.

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

It is further stipulated and agreed that the Surety of this bond shall not be exonerated or released from the obligation of the 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 described above or pertaining or relating to the furnishing of labor, materials, or equipment therefor, 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 described above, nor by any 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 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 Section 8400 and 8402 of the California Civil Code and has not been paid the full amount of his/her or its claim and that Surety does hereby waive notice of any such change, extension of time, addition, alteration, or modification.

Any claims under this bond may be addressed to:

Name & address of Surety

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

Name & address of agent or  
representative in California, if different  
than above

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

Telephone # of Surety, or agent or  
representative in California

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

IN WITNESS WHEREOF, we have hereto set our hands and seals on this \_\_\_\_\_  
day of \_\_\_\_\_, 2023.

**[SEAL]**

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

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Print Name Above

\_\_\_\_\_  
Print Title Above

Surety: \_\_\_\_\_

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

\_\_\_\_\_  
Print Name Above

\_\_\_\_\_  
Print Title Above

**[SEAL AND NOTARIAL ACKNOWLEDGMENT OF SURETY]**



## 13-PERFORMANCE BOND

KNOW ALL PERSONS BY THESE PRESENTS:

WHEREAS, the Wasco Union High School District (referred to as "Owner"), has awarded to \_\_\_\_\_ (referred to as "Contractor/Principal") a contract for the work described as follows:

### **ESSER Funded Shade Structure and Site Improvements at Wasco High School Auditorium**

NOW, THEREFORE, we, the Contractor/Principal and \_\_\_\_\_, as Surety, are held firmly bound unto Owner in the penal sum of \_\_\_\_\_ Dollars (\$ \_\_\_\_\_), 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 CONDITIONS OF THIS OBLIGATION IS SUCH THAT, if the hereby bonded Contractor/Principal, its heirs, executors, administrators, successors, or assigns, shall in all things stand to and abide by and well and truly keep and perform all the undertakings, terms, covenants, conditions, and agreements in the said contract and any alteration thereof, made as therein provided, including but not limited to the provisions regarding contract duration, indemnification, and liquidated damages, all within the time and in the manner therein designated in all respects according to their true intent and meaning, then this obligation shall become null and void; otherwise, it shall be and remain in full force and effect.

As a condition precedent to the satisfactory completion of the contract, the above obligation shall hold good for a period of One (1) year(s) after the acceptance of the work by the Owner, during which time if Contractor/Principal shall fail to make full, complete, and satisfactory repair and replacements and totally protect the Owner from loss or damage made evident during the period of One (1) year(s) from the date of completion of the work, and resulting from or caused by defective materials or faulty workmanship, the above obligation in penal sum thereof shall remain in full force and effect. The obligation of Surety under this bond shall continue so long as any obligation of Contractor/Principal remains.

Whenever Contractor/Principal shall be, and is declared by the Owner to be, in default under the contract, the Owner having performed the Owner's obligations under the contract, the Surety shall promptly remedy the default, or shall promptly:

1. Complete the contract in accordance with its terms and conditions; or
2. Obtain a bid or bids for completing the contract in accordance with its terms and conditions, an upon determination by Surety of the lowest responsive and responsible bidder, arrange for a contract between such bidder and the Owner, and make available as work progresses sufficient funds to pay the cost of completion less the balance of the contract price, but not exceeding, including other costs and damages for which Surety may be liable under this Performance Bond, the amount set forth above. The term "balance of the contract price" as used in this paragraph shall mean the total amount payable to Contractor/Principal by the Owner under the contract and any modifications to it, less the amount previously paid by the Owner to the Contractor/Principal

Surety expressly agrees that the Owner 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/Principal.

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

No right of action shall accrue on this bond to or for the use of any person or corporation other than the Owner named herein or the successors or assigns of the Owner. Any suit under this bond must be instituted within the applicable statute of limitations period.

FURTHER, for value received, the Surety hereby stipulates and agrees that no change, extension of time, alternation, or modification of the Contract Documents, or of the work to be performed under them, shall in any way affect its obligations on this bond; and it does hereby waive notice of any change, extension of time, alteration, or modification of the Contract Documents or of work to be performed under them.

Contractor/Principal and Surety agree that if the Owner is required to engage the services of an attorney in connection with the enforcement of this bond, each shall pay Owner's reasonable attorney's fees incurred, with or without suit, in addition to the above amount.

Any claims under this bond may be addressed to:

Name and address of Surety:

\_\_\_\_\_

Name and address of agent or representative in California, if different than above:

Telephone number of Surety, or agent or representative in California:

IN WITNESS WHEREOF, we have here to set our hands and seals on this \_\_\_\_\_ day of \_\_\_\_\_, 2023.

[SEAL]

CONTRACTOR/PRINCIPAL

By \_\_\_\_\_  
Signature

\_\_\_\_\_  
Type or Print Name Above

\_\_\_\_\_  
Type of Print Title Above

SURETY

By \_\_\_\_\_  
Signature

\_\_\_\_\_  
Type or Print Name Above

\_\_\_\_\_  
Type of Print Title Above

[SEAL AND NOTARIAL ACKNOWLEDGMENT OF SURETY]



## 14-WORKERS' COMPENSATION CERTIFICATE

**PROJECT TITLE: BID #: ESSER Funded Shade Structure and Site Improvements at Wasco High School Auditorium**

**OWNER: Wasco Union High School District**

Labor Code Section 3700 provides:

"Every employer except the state shall secure the payment of compensation in one or more of the following ways:

"(a) By being insured against liability to pay compensation in one or more insurers duly authorized to write compensation insurance in this state.

"(b) By securing from the Director of Industrial Relations a certificate of consent to self-insure either as an individual employer, or as one employer in a group of employers, which may be given upon furnishing proof satisfactory to the Director of Industrial Relations of ability to self-insure and to pay any compensation that may become due to his or her employees.

"(c) For any county, city, city and county, municipal corporation, public district, public agency, or any political subdivision of the state, including each member of a pooling arrangement under a joint exercise of powers agreement (but not the state itself), by securing from the Director of Industrial Relations a certificate of consent to self-insure against workers' compensation claims, which certificate may be given upon furnishing proof satisfactory to the Director of Industrial Relations of ability to administer workers' compensation claims properly, and to pay workers' compensation claims that may become due to its employees. On or before March 31, 1979, a political subdivision of the state which on December 31, 1978, was uninsured for its liability to pay compensation, shall file a properly completed and executed application for a certificate of consent to self-insure against workers' compensation claims. The certificate shall be issued and be subject to the provisions of Section 3702."

I am aware of the provisions of Labor Code Section 3700 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 and during the performance of the work on this Project.

\_\_\_\_\_  
Print Name of Contractor Above

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

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

\_\_\_\_\_  
Print Name Above

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

[In accordance with Article 5 (commencing at Section 1860), Chapter 1, Part 7, Division 2 of the Labor Code, the above certificate must be signed and filed with the awarding body prior to performing any work under the contract.]

## 15-GUARANTEE

**PROJECT TITLE: BID #: ESSER Funded Shade Structure and Site Improvements at Wasco High School Auditorium**

**OWNER: Wasco Union High School District**

We guarantee that the construction work described above has been performed in accordance with, and complies with, the Contract Documents. We agree to repair or replace any or all of the work, together with any other adjacent work which may be required in connection with it, that may prove to be defective in workmanship or material within a period of one year from the date of acceptance of the project by Owner and the filing of the final verified report with the Division of State Architect (DSA), ordinary wear and tear excepted.

In the event of our failure to comply with these conditions within the applicable time frame as determined by Owner pursuant to the Contract Documents, in no event later than one week after being notified in writing by Owner, we authorize Owner to proceed to have the defects repaired at our expense, for which we will pay the costs and charges upon demand.

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

\_\_\_\_\_  
Name of Contractor

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

\_\_\_\_\_  
Print Name:

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

Representative of Contractor  
to be Contacted for Service:

Name:

Address:

Telephone number of Contact:

## 16-FINGERPRINTING CERTIFICATION BY CONTRACTORS

Wasco Union High School District (referred to as "Owner")

ESSER Funded Shade Structure and Site Improvements at Wasco High School Auditorium(Project *Identification*)

I, \_\_\_\_\_, am an  
[type or print name]

- [check one]
- ☐ Owner of the company named below
  - ☐ Partner of the partnership named below
  - ☐ President or CEO of the corporation named below
  - ☐ Principal of the joint venture named below
  - ☐ Other [specify]

The contracting entity named below is a contractor on the referenced project and as such hereby certifies:

- ☐ 1256[For compliance with Education Code Section 45125.2(a)(1)] That a physical barrier will be erected at the workplace to limit employee contact with Owner's pupils.
- ☒ [For compliance with Education Code Section 45125.2(a)(2)] That the contracting entity named below will provide continual supervision and monitoring of the employees of the entity and its subcontractors through its employee \_\_\_\_\_. It has been ascertained by the Department of Justice that the named employee has not been convicted of a violent or serious felony. Contractor has requested subsequent arrest information from the Department of Justice concerning such employee and will immediately notify District and remove the employee from the Project if subsequent arrest information indicates the employee has been convicted of a serious or violent felony.
- ☐ [For compliance with Education Code Section 45125.2(a)(3)] That the contracting entity named below has contracted with Owner for reimbursement of Owner expense incurred in providing surveillance by school personnel of the employees of the entity and its subcontractors on the Project.
- ☒ [For compliance with Education Code Section 45125.1(g). Note: We believe this section may still be applicable to construction contractors where 45125.2(a) is insufficient to ensure pupil safety, e.g., where workers will be simultaneously working at various locations on a school site.]

That neither myself nor any employees of the contracting entity named below or its subcontractors on the Project who are required by law to submit or have their fingerprints submitted to the Department of Justice, and who may come in contact with pupils, have been convicted of a felony defined in Education Code Section 45122.1.

- ☐ [For compliance where there is limited contact or less with pupils] That the contracting entity named below is exempt from fingerprinting requirements as the Owner has determined the employees of the entity and its subcontractors will have no more than limited contact with Owner's pupils during the Project.

\_\_\_\_\_[name of contracting entity]

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

DATE: \_\_\_\_\_ SIGNATURE \_\_\_\_\_

## 17-DAVIS BACON COMPLIANCE CERTIFICATION

**PROJECT TITLE/ BID #:** ESSER Funded Shade Structure and Site Improvements at Wasco High School Auditorium

**OWNER:** Wasco Union High School District

I hereby certify that I will conform to the Davis Bacon Act regarding wages, on-site audits with 48-hour notice, payroll records, submittals of weekly certified payrolls to the Owner, and apprentice and trainee employment requirements.

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

\_\_\_\_\_  
Name of Contractor Above

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

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Print Title

***[THIS FORM IS TO BE USED ON CONSTRUCTION PROJECTS UNDER CONTRACTS ENTERED INTO OR FINANCED BY OR WITH THE ASSISTANCE OF THE FEDERAL GOVERNMENT.]***



## 18-ESCROW AGREEMENT FOR SECURITY DEPOSITS IN LIEU OF RETENTION

This Escrow Agreement is made and entered into by and between Owner Wasco Union High School District, whose address is 2100 7th St, Wasco, CA 93280, and Contractor, \_\_\_\_\_, whose address is \_\_\_\_\_, and Escrow Agent \_\_\_\_\_, whose address is \_\_\_\_\_.

For the consideration set forth in this Agreement, the Owner, Contractor, and Escrow Agent agree as follows:

1. Pursuant to Section 22300 of the Public Contract Code of the State of California, Contractor has the option to deposit securities with Escrow Agent as a substitute for retention earnings required to be withheld by Owner pursuant to the Construction Agreement entered into between the Owner and Contractor for Shade Structure at Independence High School-Contract I in the amount of \$\_\_\_\_\_. Dated \_\_\_\_\_ (referred to as the "Construction Agreement"). Alternatively, on written request of Contractor, Owner shall make payments of the retention earnings directly to the Escrow Agent. When Contractor deposits the securities as a substitute for retention earnings, the Escrow Agent shall notify the Owner within 10 days of the deposit. The market value of the securities at the time of the substitution shall be at least equal to the cash amount then required to be withheld as retention under the terms of the Construction Agreement between the Owner and Contractor. Securities shall be held in the name of \_\_\_\_\_ and shall designate the Contractor as the beneficial owner.
2. Owner shall make progress payments to Contractor for those funds which otherwise would be withheld from progress payments under the provisions of the Construction Agreement, provided the Escrow Agent holds securities in the form and amount specified above.
3. When Owner makes payments of retentions earned directly to the Escrow Agent, the Escrow Agent shall hold them for the benefit of Contractor until the time the escrow created under this Escrow Agreement is terminated. Contractor may direct investment of the payments into securities. All terms and conditions of this Escrow Agreement and the rights and responsibilities of the parties shall be equally applicable and binding when Owner pays the Escrow Agent directly.
4. Contractor shall be responsible for paying all fees for the expenses incurred by Escrow Agent in administering the Escrow Account and all expenses of Owner. These expenses and payment terms shall be determined by Owner, Contractor, and Escrow Agent.

5. The interest earned on the securities or the money market accounts held in escrow, and all interest earned on that interest, shall be for the sole account of Contractor and shall be subject to withdrawal by Contractor at any time and from time to time without notice to the Owner.

6. Contractor shall have the right to withdraw all or any part of the principal in the Escrow Account only by written notice to Escrow Agent accompanied by written authorization from Owner to Escrow Agent that Owner consents to withdrawal of the amount sought to be withdrawn by Contractor.

7. Owner shall have a right to draw upon the securities in the event of default by Contractor. Upon seven days' written notice of the default to the Escrow Agent from Owner, Escrow Agent shall immediately convert the securities to cash and distribute the cash as instructed by Owner.

8. Upon receipt of written notification from Owner certifying that the work under the Construction Agreement is final and complete, and that Contractor has complied with all requirements and procedures applicable to the Construction Agreement, Escrow Agent shall release to Contractor all securities and interest on deposit less escrow fees and charges of the Escrow Account. The escrow shall be closed immediately upon disbursement of all monies and securities on deposit and payment of fees and charges.

9. Escrow Agent shall rely on the written notifications from Owner and Contractor pursuant to Sections 6 to 8, inclusive, of this Escrow Agreement and Owner and Contractor shall hold Escrow Agent harmless from Escrow Agent's release and disbursement of the securities and interest as set forth above.

10. The names of the persons who are authorized to give written notice or to receive written notice on behalf of Owner and on behalf of Contractor in connection with the foregoing, and exemplars of their respective signatures, are as follows:

On behalf of Owner:

On behalf of Contractor:

Superintendent

Title

Title

Kevin Tallon

Name Above [typed or printed]

Name Above [typed or printed]

Signature

Signature

Address:

2100 Seventh Street  
Wasco, CA 93280

Address:

On behalf of Escrow Agent:

\_\_\_\_\_  
Title

\_\_\_\_\_  
Name Above [typed or printed]

\_\_\_\_\_  
Signature

Address:

At the time the Escrow Account is opened, the Owner and Contractor shall deliver to the Escrow Agent a fully executed counterpart of this Escrow Agreement.

IN WITNESS WHEREOF, the parties have executed this Escrow Agreement by their proper officers on the date first set forth above.

Owner

Contractor

\_\_\_\_\_  
Superintendent

Title Above

\_\_\_\_\_  
Title Above

\_\_\_\_\_  
Kevin Tallon

Name Above [typed or printed]

\_\_\_\_\_  
Name Above [typed or printed]

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Signature

Escrow Agent

\_\_\_\_\_  
Title Above

\_\_\_\_\_  
Name Above [typed or printed]

\_\_\_\_\_  
Signature

## **20-DRUG-FREE WORKPLACE CERTIFICATION**

**PROJECT TITLE/BID #: ESSER Funded Shade Structure and Site Improvements at Wasco High School Auditorium**

**OWNER: Wasco Union High School District**

This Drug-Free Workplace Certification is required pursuant to Government Code Section 8350 and following sections, and the Drug-Free Workplace Act of 1990. The Drug-Free Workplace Act of 1990 requires that every person or organization awarded a contract for the procurement of any property or services from any state agency must certify that it will provide a drug-free workplace by doing certain specified acts. In addition, the Act provides that each contract awarded by a state agency may be subject to suspension of payments or termination of the contract and the contractor may be subject to debarment from future contracting, if the state agency determines that specified acts have occurred.

Pursuant to Government Code Section 8355, every person or organization awarded a contract from a state agency shall certify that it will provide a drug-free workplace by doing all of the following:

- A. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensation, possession, or use of a controlled substance is prohibited in the person's or organization's workplace, and specifying actions which will be taken against employees for violations of the prohibition;
- B. Establishing a drug-free awareness program to inform employees about all of the following:
  - 1. The dangers of drug abuse in the workplace;
  - 2. The person's or organization's policy of maintaining a drug-free workplace;
  - 3. The availability of drug counseling, rehabilitation, and employee-assistance programs;
  - 4. The penalties that may be imposed upon employees for drug abuse violations;
- C. Requiring that each employee engaged in the performance of work on the Project be given a copy of the statement required by subdivision (a), and that as a condition of employment on the Contract the employee agrees to abide by the terms of the statement.

I, the undersigned, agree to fulfill the terms and requirements of Government Code Section 8355 listed above and will publish a statement notifying employees concerning (a) the prohibition of controlled substances at the workplace, (b) establishing a drug-free awareness program, and (c) requiring that each employee engaged in the performance of the Contract be given a copy of the statement required by Section 8355(a) and requiring that the employee agree to abide by the terms of that statement.

I also understand that if the Owner determines that I have either (a) made a false certification or (b) violated this certification by failing to carry out the requirements of Section 8355, the contract awarded is subject to suspension of payments, termination, or both. I further understand that should I violate the terms of the Drug-Free Workplace Act of 1990, I may be subject to debarment in accordance with the requirements of Section 8350 and following sections.

I acknowledge that I am aware of the provisions of Government Code Section 8350 and following sections, and hereby certify that I will adhere to the requirements of the Drug-Free Workplace Act of 1990.

---

Name of Contractor

---

Signature

---

Print Name Above

---

Print Title Above

Date:

## 22-CERTIFICATE OF ATTENDANCE AT MANDATORY JOB WALK

*On projects including a mandatory job walk, this form must be submitted  
with the bid or bidder will be declared "non-responsive"*

**PROJECT TITLE/ BID #: ESSER Funded Shade Structure and Site Improvements  
at Wasco High School Auditorium  
OWNER: Wasco Union High School District**

It is the Owner's intention to provide all contractors with equal access to information regarding this project. Further, the Owner has issued plans and specifications to bidders and has allowed bidders the opportunity to inspect the site with knowledgeable personnel at the job walk. Therefore it is understood that the Owner may declare the bid non-responsive for any of the following conditions:

1. If a bidder attends the entire mandatory job walk but fails to complete this form;
2. If a bidder fails to attend the entire mandatory job walk;
3. If a bidder fails to attend the entire mandatory job walk but certifies that he was in attendance. *[NOTE: This may also lead to a determination that the bidder is non-responsive.]*

Please check one of the following:

- ☐ I attended the entire mandatory job walk  
                  **-OR-**  
☐ I did not attend the entire mandatory job walk.

I hereby certify under penalty of the perjury laws of the State of California that the foregoing is true and correct.

Executed at Bakersfield, California, on March 27, 2023.

Firm Name:

By:

Print Name Above

Signed \_\_\_\_\_

Print Title:



## **DVBE PARTICIPATION**

# **State Allocation Board DVBE Policy**

Adopted August 26, 1992

### **Definitions**

The term “Disabled Veteran Business Enterprise” (DVBE) means a business concern that is certified as a DVBE by the Office of Small Business and Disabled Veteran Business Enterprise Services.

The term “contract” means any agreement awarded by a school district in which all or part of the funding is provided by the State Allocation Board (SAB) under either the Lease-Purchase or State Relocatable Classroom Programs.

The term “bidder” means any person or persons, firm, partnership, corporation, or combination thereof who makes an offer, competitive or noncompetitive, with the intent of forming a contract with one or more school districts on a SAB funded project.

### **Disabled Veterans Business Enterprise Goals**

In addition to the school districts contracting requirements, potential contractors seeking to enter into contracts with school districts on a SAB funded project under the Lease-Purchase and State Relocatable Classroom Program for labor, services, materials, supplies, equipment, construction, alteration, repair or improvement shall be required to meet a three percent participation goal for certified DVBEs or demonstrate that a good faith effort was made to meet the goal by submitting documentation of all actions to comply with California Code of Regulations, Title 2, Division 2, Chapter 3, Subchapter 10.5, Section 1896.63.

In order for any sole proprietorship, partnership, corporation or other enterprises to obtain certification or to be counted toward meeting the DVBE contract goals, such business concern must possess current and valid certification as a DVBE through the Office of Small Business and Disabled Veteran Business Enterprise Services.

For contracts awarded by competitive bid, a bidder must demonstrate fulfillment of this requirement at or prior to the time of bid opening in order to qualify as a responsive bidder. For contracts not awarded by competitive bid, a potential contractor must demonstrate fulfillment of this requirement prior to entering into the contract.

The DVBE participation goal shall apply to all SAB funded school district contracts over \$10,000 in the Lease-Purchase and certain contracts over \$10,000 in the State Relocatable Classroom Program (architectural, on-site inspections and utility hookups).

Any bidder meeting the three percent participation goal for DVBEs is eligible for award of a school district contract. If a bidder is unable to meet the three percent participation goal, the bidder shall demonstrate a good faith effort by submitting documentation of all the following actions:

- Contact was made with the school district to identify DVBEs.
- Contact was made with other State and Federal agencies and with local DVBE organizations to identify DVBEs.



- Advertising was published in trade papers and papers focusing on DVBEs, unless time limits imposed by the awarding department do not permit that advertising.
- Invitations to bid were submitted to potential DVBE contractors; available DVBEs were considered.

The school district shall evaluate the effort made by the bidder to seek out and consider DVBEs as potential subcontractors, and/or material or equipment suppliers. In evaluating such effort, the school district shall consider documentation of the actions specified above. Based on this evaluation, the school district may make a finding that the three percent DVBE participation goal or the good faith effort requirement has been met. The school district finding in this regard is subject to audit by OPSC. A bidder is eligible for award of a school district contract upon a finding by the school district that a three percent DVBE participation goal or good faith effort to meet the participation goal has been achieved.

If a bidder fails to meet either the goal or a good faith effort to meet the three percent goal, such bidder shall be deemed not to be a responsive bidder for purposes of the school district's evaluation of an award of contract and is thus ineligible for an award.

## Substitutions

If awarded the contract(s), the successful bidder must use the DVBE subcontractor and/or supplier proposed in the final bid unless the contractor requested a substitution from the school district prior to the execution of the contract and the school district has approved such substitution. At a minimum, the request must include:

1. A written explanation of the reason for the substitution,
2. The identity of the person or firm substituted, and
3. Satisfactory evidence that the DVBE contract participation certified in the original bid will still be met after the substitution.

The school district's approval or disapproval of the substitution is not to be construed as an excuse for noncompliance with any other provision of law including, but not limited to, the Subletting and Subcontracting Fair Practices Act or any other contract requirements relating to substitution of subcontractors.

Failure to adhere to at least the DVBE participation proposed by the successful bidder may be cause for contract termination and recovery of damages under the rights and remedies due the school district/State under the default section of the contract.

## Role of Construction Management

### School Districts

Some school districts choose to contract with a Construction Management firm (CM) to perform certain functions of a project. Subcontractors working on these projects will contract directly with the school district and are treated as prime contractors for purposes of the Disabled Veteran Business Enterprise (DVBE) requirements. Each contract must either meet the participation goals or the good faith effort criteria in order to be eligible for an award. School districts and/or CM firms may assist the bidders that are seeking to comply with the DVBE requirements by developing a list of subcontractors/suppliers that could be solicited for participation. This list of interested subcontractors/suppliers would then be passed on to the plan holding contractors. The CM may assist in the coordination of forms required for submittal by the contractor/subcontractor/supplier.

The CM firm may use Parts I and II of the Prime Bidder Good Faith Effort Worksheet, to develop a list of interested subcontractors/suppliers.

### **Part I—Contacts (Not Applicable to These Bids)**

The CM firm may make the required contacts listed in this part to obtain lists of subcontractors/suppliers that may be solicited to participate.

### **Part II—Advertisements (Not Applicable to These Bids)**

The CM firm may advertise in trade and focus papers. The advertisement must comply with the requirements listed in this part of the form and include a list of the plan holding contractors that will be using subcontractors/suppliers.

The CM firm must provide all “plan holding” contractors with the documentation of the above process to include on their Prime Bidder Good Faith Effort Worksheet.

### **Part III—Solicitations**

This part must be independently performed by each plan holding contractor. The requirements of this part would include inviting subcontractors/suppliers to bid, listing each DVBE contacted and indicating if the firm will be used or why it is not being used.

## **Bidders Most Frequently Asked Questions**

**Q.** What programs administered by the State Allocation Board must comply with Disabled Veteran Business Enterprise provisions?

All contracts over \$10,000 in the Lease-Purchase Program, and certain contracts over \$10,000 in the State Relocatable Classroom Program, (architectural, on-site inspections and utility hookups).

**Q.** Where can I get SAB Disabled Veteran Business Enterprise Forms?

Contact the school district advertising for bid/proposals. They will provide you with the most recent forms.

**Q.** I am an inspector, I do not subcontract, how do I comply?

You must complete the Prime Bidder Certification of Disabled Veteran Business Enterprise Participation form, and the Prime Bidder Good Faith Effort Worksheet form. A business enterprise without any opportunity for subcontracting or purchasing of supplies, must provide a narrative on Prime Bidder Good Faith Effort Worksheet form explaining this and be able to demonstrate its inability to subcontract or purchase supplies if an audit occurs.

**Q.** Must a Disabled Veteran Business Enterprise be certified in order to participate in a contract?

Yes, Disabled Veteran Business Enterprises must be certified by the Office of Small Business and Disabled Veteran Business Enterprise Services.

**Q.** Is there a minimum number of days prior to bid opening that primary bidders are required to place their advertisements in a publication focused toward DVBE and a trade paper for purposes of the “Good Faith Effort”?

The SAB recommends bidders comply with the Good Faith Effort requirements by advertising at least 14 calendar days prior to bid opening.

**Q.** What if a bidder does not have 14 days to advertise for the purposes of completing a Good Faith Effort?

You must advertise for as many days as possible before the bid opening date. The only exception to this requirement is if time constraints imposed by the school district prohibit the bidder from advertising. All bidders must be notified of this exception.

**Q.** Where do I find a list of Disabled Veteran Business Enterprises and list of advertising sources?

The Office of Small Business and Disabled Veteran Business Enterprise Services is located on the Internet and publishes a list of certified Disabled Veteran Business Enterprises and the State Contracting Resources Packet. Their telephone number is 916.375.4940 or 916.322.5060. The Internet address is: <http://www.pd.dgs.ca.gov/smbus>.

**Q.** I am a distributor or sales representative of XYZ. I pick up the telephone and place the order. There isn't any installation required or the installation is completed by factory trained personnel. The delivery is arranged by the manufacturer. How do I comply with the Disabled Veteran Business Enterprise requirements?

Transfer the burden of compliance to the manufacturer. Ask your manufacturer:

1. What opportunities do you have to subcontract (delivery, bookkeeping, etc.)?
2. What components of the product do you purchase (nuts, bolts, plastic, wood, cardboard boxes, pallets, etc.)?
3. Is equipment purchased to produce the product (safety glasses, hammer, nail gun, etc.)?
4. Are any of the items identified in questions 1 through 3 currently being provided by DVBEs? If yes, prorate the amount of their participation in the product(s) to be bid and include a copy of their DVBE letter from OSD.
5. Use the Prime Bidder's Good Faith Effort Worksheet to increase your manufacturer's DVBE participation as follows:

**Part I—Contacts**

Make a contact in each of the three categories. Request DVBE contacts in the subcontracting or purchasing opportunities you have identified (see questions 1 through 3 above). If you have an out of state manufacturer, ask for contacts in your manufacturer's state.

**Part II—Advertisements**

Place your advertisements and list your manufacturer's subcontracting or purchasing

opportunities. If you have an out-of-state manufacturer, you may advertise in their state as long as all of the requirements listed on the Prime Bidder's Good Faith Effort Worksheet are met.

**Part III—Solicitations**

List DVBE subcontractors and/or suppliers that you or your manufacturer considered for participation in this bid (i.e., those you contacted from the lists provided by the contacts you make in Part I and those who responded to your advertisement in Part II). Indicate if the subcontractor/supplier was selected, a reason if not selected, or check "No Response" (if applicable).

## Forms

- **Prime Bidder Certification of Disabled Veteran**
- **Prime Bidder Good Faith Effort Worksheet**

# PRIME BIDDER CERTIFICATION OF DISABLED VETERAN BUSINESS ENTERPRISE PARTICIPATION

Page 1 of 2

To be completed by the prime Bidder.

## GENERAL INSTRUCTIONS

All or part of the funding for the proposed work/services/equipment/supplies for which your firm is bidding has been made available by the State Allocation Board (SAB) through the Lease-Purchase Program or the State Relocatable Classroom Program and as a result, the contract award must be made in accordance with the SAB participation requirements for Disabled Veterans Business Enterprises (DVBE). The SAB requires that all contracts over \$10,000 awarded must meet a DVBE participation goal of not less than three percent of the contract amount. *If your firm cannot meet the three percent DVBE participation goal, you must demonstrate a good faith effort to attempt to meet the three percent participation.* The school district issuing this solicitation document, not the SAB/OPSC, is responsible to assure compliance with the DVBE program.

## PART I—IDENTIFICATION INFORMATION

BIDDER'S NAME		TELEPHONE
BUSINESS ADDRESS		
SCHOOL DISTRICT	COUNTY Kern	APPLICATION NUMBER

## PART II—METHOD OF COMPLIANCE WITH DVBE PARTICIPATION GOALS

Include this form and any other applicable documents listed in this table with your bid/proposal. Read the three columns in the table below as sentences from left to right. Check the appropriate box to indicate your method of committing the contract dollar amount. If no box can be checked, your bid/proposal will be deemed non-responsive and disqualified.

### Important note

Architectural, engineering, environmental, land surveying or construction management firms must indicate their method of compliance by marking the appropriate box A, B, C, or D after selection by the district and before the contract is signed.

YOUR BUSINESS ENTERPRISE...	AND YOU...	AND YOU...
A. <input type="checkbox"/> is Disabled Veteran owned and your forces will perform at least three percent of this contract	will include a copy of your DVBE letter from the Office of Small Business and Disabled Veteran Business Enterprise Services (OSDS).	
B. <input type="checkbox"/> is Disabled Veteran owned but is unable to perform the three percent of this contract with your forces	will use DVBE subcontractors/suppliers to bring the contract participation to at least three percent	will include a copy of each DVBE letter from OSDS (including yours, if applicable).
C. <input type="checkbox"/> is not Disabled Veteran owned	will use DVBE subcontractors/suppliers for at least three percent of this contract	
D. <input type="checkbox"/> is unable to meet the required participation goals	will complete a Good Faith effort to obtain DVBE participation	will include the Prime Bidder's Good Faith effort Worksheet.

### Note

An Office of Small Business and Disabled Veteran Business Enterprise Services (OSDS) letter must be attached for each DVBE participating in the contract. The DVBE letter is obtained from the participating DVBE. If the letter is not provided, the bid may be deemed nonresponsive and may be ineligible for award of the contract.

Continued on page 2

**PRIME BIDDER CERTIFICATION OF DISABLED VETERAN  
BUSINESS ENTERPRISE PARTICIPATION**

Page 2 of 2

**PART III—DVBE DOLLAR PARTICIPATION OF BID/PROPOSAL**

Architectural, engineering, environmental, land surveying or construction management firms complete this part after selection by the district and before the contract is signed. All others must complete this section and include it with the bid.

Show deductive alternate(s) in parenthesis. For more alternates/base bids, use a separate page to show items.

- A. If your business enterprise is a DVBE, list in the appropriate column the total dollar amount of your bid to be performed by your own participation.
- B. List all your DVBE subcontractors/suppliers. Enter in the appropriate column the dollar amount for each of your subcontractors/suppliers.
- C. Enter the total of Lines A and B for each column.
- D. Enter the dollar amount of the bid/proposal to be performed by non-DVBE firms. Note: This line is the sum of the prime and subcontractor(s) non-DVBE dollar participation.
- E. Enter the sum of the column totals from Line C and Line D. Note: Please be aware that the final determination of DVBE compliance is made based on the contract amount resulting from the district's acceptance or rejection or alternates.

	Base Bid/Proposal	Alternate No. 1	Alternate No. 2	Alternate No. 3 or Base Bid B	Alternate No. 4 or Base Bid C	Alternate No. 5 (Modernization or Reconstruction Only)
A. Prime Bidder, if DVBE (own participation)	\$	\$	\$	\$	\$	\$
B. DVBE Subcontractor or Supplier						
1.						
2.						
3.						
4.						
C. Subtotal (A and B)						
D. Non-DVBE						
E. Total Bid						

## PRIME BIDDER GOOD FAITH EFFORT WORKSHEET

**This worksheet is to be used to assist the Prime Builder in meeting the three percent DVBE participation goal for project funded through the Lease-Purchase Program or the State Relocatable Classroom Program.**

Bidder Name	Contact Person
Business Address	Telephone
School District	County Kern

## GENERAL INSTRUCTIONS

If specific information is not provided for Parts I through III, you do not meet the test of the "Good Faith Effort" and cannot so certify. If you are qualifying based on a "Good Faith Effort", you must include this form with your bid/proposal to the district.

## PART I—CONTACTS

To identify DVBE sub-contractors/suppliers for participation in your bid/proposal, contact must be made with each of the following categories. It is recommended that you contact several DVBE organizations.

[illegible]

\*Write "recorded message" in this column, if applicable.

Continued on page 2

## PRIME BIDDER GOOD FAITH EFFORT WORKSHEET

Page 2 of 2

### PART II—ADVERTISEMENTS

You must make at least two (2) advertisements, one (1) in a paper that focuses on DVBE and one (1) in a trade paper. Advertisements must be published at least 14 days prior to bid/proposal opening; if you cannot advertise 14 days prior, advertise as soon as possible and provide an explanation. (advertisements must be published in time to allow for a reasonable response.) Advertisements must include that your firm is seeking DVBE participation, the project name and location, your firm's name, your firm's contact person, and phone number.

Attach copies of advertisements to this form.

FOCUS/TRADE PAPER NAME	CHECK ONE		DATE OF ADVERTISEMENT
	FOCUS	TRADE	

### PART III—DVBE SOLICITATIONS

List DVBE subcontractors/suppliers that were invited to bid. Use the following instructions to complete the remainder of this section (read the three columns as a sentence from left to right). If you need additional space to list DVBE solicitations, please use a separate page and attach to this form.

**IF THE DVBE...**

was selected to participate

was not selected to participate

did not respond to solicitation

**THEN...**

check "YES" in the "SELECTED" column, include the applicable dollar amount in Part III of the "Prime Bidder Certification of Disabled Veteran" form.

check "NO" in the "SELECTED" column.

check the "NO RESPONSE" column.

**AND...**

include a copy of their DVBE letter from OSDC.

State why in the "REASON NOT SELECTED" column.

DISABLED VETERANS BUSINESS ENTERPRISES CONTACTED	SELECTED		REASON NOT SELECTED THIS SECTION MUST BE COMPLETED	NO RESPONSE
	YES	NO		

### IMPORTANT NOTE

Please be aware that certification of the "Good Faith Effort" may only be made if you fully complete Parts I, II, and III on both sides of this form. A copy of this form must be retained by you and may be subject to a future audit.

### Certification

I, \_\_\_\_\_ certify that I am the bidder's Chief executive officer and that I have made a diligent effort to ascertain the facts with regard to the representations made herein. In making this certification, I am aware of section 12650 et seq. of the Government Code providing for the imposition of treble damages for making false claims.

SIGNATURE OF CHIEF EXECUTIVE OFFICER

DATE



## DVBE STATE, FEDERAL, AND LOCAL CONTACTS

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### Information Sources

#### State Contacts

- **California Department of General Services  
Procurement Division**  
707 Third Street, 1<sup>st</sup> Floor, Room 400, West Sacramento, CA 95605  
Receptionist: (916) 375-4940 / 24-Hour Recording: (916) 322-5060  
Fax: (916) 375-4950  
Internet:  
<https://caleprocure.ca.gov/pages/PublicSearch/supplier-search.aspx>
- **The Elite SDVOB Network**  
Tel: (619) 284-9922  
Internet:  
<https://www.elitesdvob.org/index.php/component/mtree/california/san-diego/all>  
Click on "Find a SDVOB/DVBE" to do a search.
- **California Department of Transportation (CALTRANS)**  
Headquarters, 1120 N Street, Sacramento, CA 95814  
Tel: (916) 654-2852  
Internet:  
<https://dot.ca.gov/programs/business-and-economic-opportunity>
- **DBE/DVBE Resource Center**  
11 S. Termino Avenue, Suite 214, Long Beach, CA 90803  
Tel: (800) 599-6996 ext. 1 / Fax: (562) 439-1398  
Internet: <http://www.compliancenews.com>

#### Federal Contacts

- **U.S. Small Business Administration (SBA)  
Central Contractor Registration (CCR)**  
➤ Internet: <http://www.sba.gov>  
Follow screen prompts.

#### Local Contacts

- **Valley Small Business & Construction Report**  
Albert Prince  
[albert@vsbcr.com](mailto:albert@vsbcr.com)  
website: [www.vsbcr.com](http://www.vsbcr.com)  
661-332-3216

#### Advertising Sources

- **California Daily Bid Advisor** (408) 998-0241
- **Challenge News** (800) 298-0240 or (408) 998-0241
- **McGraw-Hill Construction** (626) 932-6161/ (212) 904-4376
- **Kern County Builders Exchange** (661) 324-4921
- **Sacramento Builders Exchange** (916) 442-8991

**SUBMITTALS**

The following Supplemental Conditions apply to school projects and are in addition to the General Conditions, Section 10. Items in this Section modify the General Conditions and shall take precedence thereafter. Unaltered portions of the General Conditions shall remain in effect.

**PART 1 GENERAL****1.01 SECTION INCLUDES**

- a. Submittal procedures
- b. Construction Progress Schedules
- c. Proposed Products List
- d. Shop Drawings
- e. Product Data
- f. Samples
- g. Manufacturers' Instructions
- h. Manufacturers' Certificates

**1.02 RELATED SECTIONS**

- a. Section 01 45 00 - Quality Control: Manufacturers' field services and reports.
- b. Section 10, Article 53, Contract Closeout.

**1.03 SUBMITTAL PROCEDURES**

- a. Transmit each submittal with AIA Form G810 or Architect-approved form.
- b. Sequentially number the transmittal forms. Resubmittals to have original number with an alphabetic suffix.
- c. Identify project, general contractor, construction manager, prime contractor or supplier; pertinent drawing sheet and detail number(s), and specification section number, as appropriate.
- d. Apply general contractor's stamp, signed or initialed certifying that review, verification of products required, field dimensions, adjacent construction work, and coordination of information, is in accordance with the requirements of the work and contract documents.
- e. Deliver to Architect at business address. Coordinate submission of related items. Architect shall have a minimum of 21 calendar days for review of all submittals.

- f. Identify variations from contract documents and product or system limitations, which may be detrimental to successful performance of the completed work.
- g. Provide space 4" x 4" for contractor and architect review stamps.
- h. Revise and resubmit submittals as required, identify all changes made since previous submittal.
- i. Distribute copies of reviewed submittals to concerned parties. Instruct parties to promptly report any inability to comply with provisions.
- j. All submittals, except shop drawings, required shall be submitted within 15 days unless noted otherwise or as shown on drawing from date of award of contract for shop drawings, product data, samples, and product delivery dates, including those furnished by Owner.

#### 1.04 PROPOSED PRODUCTS LIST

- a. Within 15 days after date of award of contract, submit complete list of major products proposed for use, with name of manufacturer, trade name, and model number of each product.
- b. For products specified only by reference standards, give manufacturer, trade name, model or catalog designation, and reference standards.

#### 1.05 SHOP DRAWINGS

- a. Submit in the form of one reproducible transparency and seven opaque reproductions.
- b. After review, distribute in accordance with Paragraph 1.03 above and for Record Documents described in Section 10, Article 53 - Contract Closeout.
- c. All shop drawings shall be submitted within 30 days after the award of the contract.

#### 1.06 PRODUCT DATA

- a. Submit the number of copies, which the contractor requires, plus three copies, which will be retained by the Architect.
- b. Mark each copy to identify applicable products, models, options, and other data. Supplement manufacturers' standard data to provide information unique to this project.
- c. After review, distribute in accordance with Paragraph 1.03 above and provide copies for Record Documents described in Section 10, Article 53 - Contract Closeout.

**1.07 SAMPLES**

- a. Submit samples to illustrate functional and aesthetic characteristics of the Product, with integral parts and attachment devices. Coordinate sample submittals for interfacing work.
- b. Submit samples of finishes from the full range of manufacturers' standard colors, textures, and patterns for Architect's selection.
- c. Include identification on each sample, with full project information.
- d. Submit the number or samples specified in individual specification sections; one of which will be retained by Architect.
- e. Reviewed samples, which may be used in the work, are indicated in individual specification sections.

**1.08 MANUFACTURER'S INSTRUCTIONS**

- a. When specified in individual specification sections, submit manufacturers' printed instructions for delivery, storage, assembly, installation, start-up, adjusting, and finishing, in quantities specified for Product Data.
- b. Identify conflicts between manufacturers' instructions and contract documents.

**1.09 MANUFACTURER'S CERTIFICATES**

- a. When specified in individual specification sections, submit manufacturers' certificate to Architect for review, in quantities specified for Product Data.
- b. Indicate material or product conforms to or exceeds specified requirements. Submit supporting reference data, affidavits, and certifications as appropriate.
- c. Certificates may be recent or previous test results on material or product, but must be acceptable to the Architect.

END OF SECTION  
10/05/2023

**REGULATORY REQUIREMENTS**

DIVISIONS 00 AND 01 ARE A PART OF THIS SECTION

The following Supplemental Conditions apply to school projects and are in addition to the General Conditions, Section 10. Items in this Section modify the General Conditions and shall take precedence thereover. Unaltered portions of the General Conditions shall remain in effect.

**PART 1 GOVERNING (REVIEWING AND APPROVING) AGENCY**

The Governing (Reviewing and Approving) Agency for this project shall be:

DIVISION OF THE STATE ARCHITECT

**PART 2 STATE LAWS AND REGULATIONS**

2.01 The project shall be constructed under the complete jurisdiction of all laws of the State of California governing the construction of public buildings, to-wit:

**2021 I.B.C., Volumes 1 & 2 with 2022 C.B.C. Amendments**

- a. Contractor shall comply with California Building Code C.B.C., Titles 19 and C.C.R. Title 24 (2022 C.B.C.), Parts 1, 2, 6, 9, 11 & 12 in addition to all other applicable regulations. Contractor shall keep a copy of the latest edition of Titles 19, and Title 24, Parts 1, 2, 6, 9 & 12 on the job site at all times, and keep it available for reference use. Nothing in these plans or specifications shall be construed to permit work not conforming to these codes. A copy of stamped plans and specifications shall be kept on the job site and made available to the Owner's Inspector. The provisions of all applicable building codes and ordinances shall be considered a minimum requirement. Where the requirements of these Contract Documents exceed those of such codes or ordinances, these Contract Documents shall govern.
- b. All laws governing the employment of labor, qualifications for employment, posting of minimum wage rates, hours of work, employment of aliens, payment of employees, convict-made materials, domestic and foreign materials and accident prevention.
- c. Title 19 of the California Code of Regulations entitled "Public Safety".
- d. General Industrial Safety Orders: Each and every Contractor shall observe and conform to the provisions of Title 8, California Code of Regulations bearing upon safe and proper use, construction, disposal, etc., of materials, machinery and building appurtenances as therein set forth.
- e. Code Rules and Safety Orders: All work and materials shall be in full accordance with the latest rules and regulations of the California State Fire Marshal; the safety orders of the Division of Industrial Safety, Department of Industrial Relations, and any State Laws or Ordinances. Nothing in these plans and specifications is to be construed to permit work not conforming to these Codes.
- f. Title 24, CBC, Part 2, 2022 C.B.C. (2021 IBC)
- g. Title 24, CBC, Part 3, 2022 C.E.C. (2020 NEC w/NFPA 70)
- h. Title 24, CBC, Part 4, 2022 C.M.C. (2021 UMC)
- i. Title 24, CBC, Part 5, 2022 C.P.C. (2021 UPC)
- j. Title 24, CBC, Part 9, 2022 C.F.C. (2021 IFC)
- k. Title 24, CBC, Part 6, 2022 C.E.C.
- l. Title 24, CBC, Part 11, 2022 C.G.C.
- m. Title 19, CCR, Public Safety, Div. 1, State Fire Marshal Regulations.
- n. Occupational Health & Safety Act. (OSHA)

All of the above laws and regulations, through referral herein, are as much a part of the Contract as if they were incorporated in their entirety in this Section.

**2.02 ALTERATION REHABILITATION OR RECONSTRUCTION PROJECTS**

Pursuant to Section 4-317 (c) Part 1, Title 24, CCR, requires the following notes to be **added** to the specifications:

“Should any existing conditions such as deterioration or non-complying construction be discovered which is not covered by the DSA approved documents wherein the finished work will not comply with Title 24, California Code of Regulations, a construction change document, or a separate set of plans and specifications, detailing and specifying the required repair work shall be submitted to and approved by DSA before proceeding with the repair work.”

**PART 3        TESTS AND INSPECTIONS**

- a.     Tests and Inspections shall be as specified in Section 01 45 00.
- b.     The Architect or Registered Engineer in general responsible charge shall designate the testing of materials consistent with the needs of the project and shall issue specific instructions to the testing agency.

END OF SECTION  
10/05/2023

**QUALITY CONTROL**

DIVISIONS 00 AND 01 ARE A PART OF THIS SECTION

**PART 1 GENERAL****1.01 SCOPE OF WORK**

The work of this Section shall include the furnishing of all labor, materials and equipment required to complete all the tests and inspections of materials indicated on the drawings and as specified herein.

**1.02 WORK INCLUDED**

- a. Earthwork: Inspection of subgrade improvement operations, compacted fill and field density tests.
- b. Concrete Work: Testing and certification of concrete ingredients, compression cylinders, reinforcing steel and placement inspections.

**1.03 OWNER'S INSPECTOR**

- a. A DSA Certified project inspector employed by the Owner in accordance with the requirements of State of California Code of Regulations, Title 24 will be assigned to the work. Their duties are specifically defined in Part 1, Title 24, C.C.R., Sec. 4-342.
- b. The work of construction in all stages of progress shall be subject to the personal continuous observation of the inspector. He shall have free access to any or all parts of the work at any time. The General Contractor shall furnish the inspector reasonable facilities for obtaining such information as may be necessary to keep him fully informed respecting the progress and manner of the work and the character of the materials. Inspection of the work shall not relieve the General Contractor from any obligation to fulfill this Contract.
- c. Defective, or to require their correction. Rejected workmanship shall be satisfactorily corrected and rejected materials shall be removed from the premises without charge to the Owner. If the General Contractor does not correct such rejected work within a reasonable time, fixed by written notice, the Owner may correct same and charge the expense to the General Contractor. Should it be considered necessary or advisable by the Owner at any time before final acceptance of the entire work to make an examination of the work already completed by removing or tearing out the same, the General Contractor shall on request promptly furnish all necessary facilities, labor and materials. If such work is found to be defective in any respect due to the fault of the General Contractor or his subcontractor, he shall defray all expenses of such examinations and of satisfactory reconstruction. If, however, such work is found to meet the requirements of the Contract, the additional cost of labor and material necessarily involved in the examination and replacement shall be allowed the General Contractor.

**1.04 COOPERATION**

- a. Laboratory: Shall cooperate with all trades whose work affects or is affected by the tests and inspections.

- b. Cooperation: The General Contractor to cooperate with and provide testing laboratory opportunity and assistance in taking samples, making field tests and making inspections.

#### 1.05 SPECIAL PROVISIONS

- a. Governing Agency: Shall be as specified in Section 01 41 00.
- b. Laboratory: A DSA Accepted testing laboratory directly employed by the District (Owner) shall conduct all the required tests and inspection for the project and shall be approved by Owner, Architect, Structural Engineer and Governing Agency. (Laboratory of Record may not be selected or known at time of bid or award of contract).
- c. Duties of Testing Laboratory: Inspect stock, mark identified stock, select and mark test specimens, perform required tests, inspections as specified, furnish required reports and certificates.
- d. Reports: To be executed immediately upon conclusion of each procedure and forwarded to:

Architect	Structural Engineer	Contractor
Owner	Subcontractor	Job Inspector
Governing Agency		

- (1) One copy of all tests reports shall be forwarded to The Division of the State Architect by the testing agency. Such reports shall include all tests made, regardless of whether such tests indicate that the material is satisfactory or unsatisfactory. Samples taken but not tested shall also be reported. Records of special sampling operations as required shall also be reported. The reports shall show that the material or materials were sampled and tested in accordance with the requirements of Title 24 and with the approved specifications. Test reports shall show the specified design strength. They shall also state definitely whether or not the material or materials tested comply with requirements.
  - (2) Verification of Test Reports: Each testing agency shall submit to the Division of the State Architect a verified report in duplicate covering all of the tests which are required to be made by that agency during the progress of the project. Such report shall be furnished each time that work on the project is suspended, covering the tests up to that time, and at the completion of the project, covering all tests.
- e. Payment: The Owner shall pay for all tests. When in the opinion of the Architect or the Division of the State Architect, additional tests are required, then such tests and inspection shall be paid for by the Owner but the amount paid shall be deducted from the Contract Price. Examples of such additional tests are: Tests of material substituted for previously accepted materials, unidentified materials, retests made necessary by the failure of materials to comply with the requirements of the specifications and load tests necessary because certain portions of the structure have not fully met specification or plan requirements.
- f. Selection of Samples: All samples and specimens for testing shall be selected by the inspector or by the testing laboratory, but not by the Contractor. The Contractor shall, at his own expense, furnish, package, mark and deliver all samples to be tested, when so directed by the inspector, testing laboratory, or as required by the specifications. Delivery of samples to the testing laboratory shall be made in ample time to allow tests



to be made without delaying construction. No extra time will be allowed for the completion of the work by reason of delay in testing samples. The General Contractor shall allow free access at all times to the representatives of the testing laboratory to the sources from which samples are taken.

- g. Preparation of Specimens: Taken by and at expense of fabricator under direction of testing laboratory and machined or prepared to conform to appropriate ASTM specification. Cost of machining specimens is considered part of the testing.
- h. Architect and Structural Engineer reserve the right to demand for test and special examination any materials or part thereof to insure compliance with specifications, and may reject for satisfactory replacement, any material or part judged defective as a result thereof. Applies also to materials or sources of same substituted for those previously approved. Such tests or examinations, even though not specified shall be performed as and when required. Costs paid for by Owner, but the amount paid shall be deducted from the Contract.

#### 1.06 RELATED & APPLICABLE CODES

### **TITLE 24, PART 2 (2022 CBC) VOLUME 2** **TESTS AND INSPECTION REQUIREMENTS**

#### **FOUNDATIONS AND RETAINING WALLS** **CHAPTER 18A**

##### **INSPECTION:**

- 1. Piles 1705 A.7
- 2. Pier Foundations 1705 A.8

#### **CONCRETE** **CHAPTER 19A**

##### **MATERIALS:**

- 1. Portland Cement 1705 A.3.2; 1910 A.1
- 2. Concrete Aggregates 1705 A.3.2; 1903 A.5
- 3. Reinforcing Bars 1705 A.3.2; 1910 A.2

##### **QUALITY:**

- 1. Proportions of Concrete 1910 A.1; Table 1705 A.3, Item 5
- 2. Strength Tests of Concrete 1905 A.1.15; Table 1705 A.3, Item 5, ACI 318 Sec. 26.4, 26.12

##### **INSPECTION:**

- 1. Batch Plant 1705 A.3.3
- 2. Waiver of Batch Plant 1705 A.3.3.1
- 3. Preplacement and Placing 1705A.3.5; 1705A.3.6
- 4. Reinforcing Bar Welding 1903 A.8; Table 1705 A.2.1
- 5. Post-Installed Anchors in Concrete 1910 A.5; Table 1705 A.3, Items 4a&4b
- 6. Reinforcing Bar Welding 1903A.8; 1705A.3.1; Table 1705 A.3 Item 2; Table 1705 A.2.1, Item 5b

**STEEL**  
**CHAPTER 22A**

**MATERIALS:**

- |                      |          |
|----------------------|----------|
| 1. Structural Steel  | 2205 A.1 |
| 2. Cold Formed Steel | 2210 A.1 |
| 3. Identification    | 2202 A.1 |

**QUALITY:**

- |  |                      |
|--|----------------------|
| 1. Tests of Structural and Cold Formed Steel   | 2211 A.1             |
| 2. Tests of High Strength Bolts, Nuts, Washers | 2213 A.1             |
| 3. Tests of End Welded Studs                   | 2213 A.2             |
| 4. Steel Joists                                | 2207 A; 1705 A.2.3.1 |
| 5. Non Destructive Weld Tests                  | 1705 A.2.1           |

**INSPECTION:**

- |                                    |                             |
|------------------------------------|-----------------------------|
| 1. Shop Fabrication                | 1704 A.2.5; 1705 A.2        |
| 2. Welding                         | 1705 A.2.1                  |
| 3. Nelson Stud Welding             | 1705 A.2.1                  |
| 4. High Strength Bolt Installation | 1705 A.2.1; Table 1705A.2.1 |

**PART 2 EXECUTION**

2.01 EARTHWORK (Refer to Section 31 20 00)

- a. Testing Agency: Any required foundation consultation, examination or testing shall be done by an approved Geotechnical Engineer, per T24, Section 3304.1.
- b. Consultation or Procedures for this part of the work shall be only as requested by the Architect and Structural Engineer at the timework on the site is commenced and may consist of the following:
  - (1) Examination of exposed subgrades resulting from the cutting operation, including field density tests if considered necessary.
  - (2) Verify completed foundation excavations.
  - (3) Continuous inspection of any required filling and backfilling, including field density tests if considered necessary.
  - (4) Imported or Native Fill Material: Approved material, perform suitability tests for compaction, qualities and optimum moisture if required.
  - (5) Provide Continuous Inspection Supervision during removal and recompaction of existing soil and placement of fill.
  - (6) Inspect and approve completed footing excavations.
  - (7) Field Density Tests: Shall be made on samples from material in place as required to verify proper compaction densities of fills and backfills.
- c. Densities and Method: Densities specified relate to ASTM Designation D-1557 Method A.

2.02 CONCRETE WORK (Refer to Section 03 10 00)

- a. Inspections:
  - (1) Notification: The General Contractor shall notify the following people, giving advance notice prior to commencing the designated work:

Person	Advance	Prior to	For
<u>Notified</u>	<u>Notice</u>	<u>Commencing</u>	<u>Inspection</u>

Architect	24 hours	Form Work	Excav.
Architect & Inspector	24 hours	Pouring Conc.	Form & Steel
Governing Agency	48 hours	Pouring Conc.	Form & Steel

- (2) No concrete shall be poured except in the presence of the Owner's Inspector and only after the forms and reinforcing steel have been approved by the Structural Engineer or his representative.
  - (3) Batch Plant Inspections: When transit mixed concrete is used, continuous inspection shall be maintained at the plant by a qualified concrete technician who shall issue tickets certifying that quantities and quality of all materials used in the concrete are in accordance with these specifications and the approved design mix. The Owner will pay the costs of this inspection. This inspection will not be required for non-structural concrete (as defined in Paragraph (4) following).
  - (4) Bonded Weightmaster Certificates: Non-structural concrete such as floor slabs on grade, walks, curb & gutter, etc., shall not require continuous batch plant inspection, but instead, a bonded weightmaster shall furnish notarized affidavits certifying that quantities and quality of all materials used in the concrete are in accordance with these specifications and the approved mix design. Waiver of batch plant inspection shall comply with Title 24, 2022 C.B.C., 2021 IBC, Vol 2, Sec. 1705A3.3.1.
- b. Tests: All concrete materials to be tested and reported prior to any use of same.
- (1) Portland Cement: Shall be tested in accordance with T24, Section 1901A.2 and ACI 318. One sample shall be taken for each 100 tons of cement except that when used in bulk loading ready mix plants where separate bins for pretested cement are not available, grab samples shall be taken for each shipment of cement placed in the bin with not less than one sample being taken for each day's pour and such samples shall be subsequently tested if required by the Architect, structural engineer or the Division of the State Architect.
  - (2) Aggregate: Shall be in conformance with T24, Sec. 1903A.5
  - (3) Reinforcing Steel: To be tested prior to use for compliance with T24, Sections 1910A.2 and 1903A.8 and ASTM A-615 requirements, and comply with quality standards of T-24, Section 2103A.4. Welded rebar shall be inspected and certified per T24, Section 1704A.3.1 and 1705.2.2
    - (a) Samples: To be selected by representative of testing laboratory from material at the building site or place of distribution, to consist of two (2) pieces, each 18 inches (18") long of each size, furnished, cut and prepared for testing by Contractor, marked and delivered by representative of testing laboratory.
    - (b) Tests: One (1) tension and one (1) bend tests shall be made of each size of reinforcing steel including wire fabric. One (1) series of tests shall be made for each ten (10) tons or fraction thereof of each size of reinforcing steel if the bundles as delivered can be identified as to heat number and the mill analysis accompany the report. If they cannot be identified as to heat number, then one (1) series of tests shall be made from each two and one-half (2-1/2) tons or fraction thereof.
  - (4) Cylinder Tests: Shall comply with T24, 1905A.1.17
    - (a) Three (3) cylinders of concrete shall be made for each fifty- (50) cubic yards of each grade of concrete or fraction thereof being placed each day. Each cylinder shall be dated, given a number, the point in the structure from which the sample was taken noted thereon and the slump noted thereon.

- (b) Test cylinders shall be made at the job and stored in the testing laboratory in accordance with ASTM C-31. At the end of twenty-four (24) hours after making, the cylinders shall be stored under moist curing conditions at approximately 70 degrees F. and maintained therein until tested. The cylinders shall be tested in accordance with ASTM C-31. The cylinders shall develop the following minimum ultimate compressive strengths:

Design <u>Strength</u>	7 Day <u>Test</u>	28 Day <u>Test</u>	Location <u>Used</u>
2500 p.s.i.	1500 p.s.i.	2500 p.s.i.	Flatwork
3500 p.s.i.	1800 p.s.i.	3500 p.s.i.	Foundations, Ret. Wall, and Light Pole Footings

- (c) If the strengths of the first two cylinder tests are satisfactory, the third cylinder shall not be tested, but destroyed. The third cylinder shall be tested if the strengths of the first two cylinders are not satisfactory.
- (d) If the strength of the cylinders does not meet the minimum as mentioned above, core tests of the hardened concrete shall be made in accordance with T24, Section 1905A.1.17, and ACI 318. If the core tests show the concrete strength to be deficient, the concrete shall be deemed defective and removed. The General Contractor shall pay all costs of these core tests.
- c. Laboratory Designed Mixes: See Paragraph 3.01, Proportioning of Concrete Mixes, Section 03 10 00, Concrete Work.
- d. Mix Design;
- (1) Mix design to be stamped and signed by a California registered Civil Engineer.
  - (2) Maximum w/c shall be 0.50.

END OF SECTION  
10/05/2023

**CONSTRUCTION WASTE MANAGEMENT**

DIVISION 00 AND 01 ARE A PART OF THIS SECTION.

**PART 1 GENERAL****1.01 Waste Management Goals:**

1. This project will recycle or salvage for reuse a minimum of **50%** by weight of the non-hazardous waste generated on-site.
2. This project shall reuse or recycle **100%** of trees, stumps, rocks and associated vegetation and soils resulting primarily from land clearing.
3. Waste reduction will be achieved through building design, and reuse and recycling efforts will be maintained throughout the construction process.
4. The General Contractor shall be responsible for monitoring the documentation of all waste generated during the project. Sub-contractors and the General Contractor will be required to provide designated dumpsters/bins for particular categories of waste. All contractors hauling waste or responsible for hauling waste shall be required to provide documentation of the amount of waste removed from the site, location to which waste was hauled, and the amount of waste that was recycled. The General Contractor will coordinate locations of such bins so as to not impact access to work on the project while maintaining proximity to the work.

**1.02 Waste Prevention Planning:**

1. Compliance with CCR, Title 24, Part 11 2022 Green Building Standards Code, City of Bakersfield Solid Waste Division and the Kern County Waste Management Department mandatory recycling requirements for businesses. C.O.B.S.W.D. and K.C.W.M.D. recyclables include:
  - a. newspaper
  - b. corrugated cardboard
  - c. white and colored office paper
  - d. glass bottles and jars
  - e. metal cans
2. Compliance with C.O.B.S.W.D., K.C.W.M.D. and Kern County Bena Road Landfill bans, i.e. no disposal of tires, appliances, yard waste, mandatory recyclables, hazardous waste, batteries, fluorescent tubes, and large metal items.
3. Project Construction Documents – Requirements for waste management which will be included in all work. The General Contractor will contractually require all subcontractors to comply with the CCR, Title 24, Part 11 2022 Green Building Standards Code and the C.O.B.S.W.D., K.C.W.M.D. recycling requirements. A copy of this Construction Waste Management Plan will accompany all Subcontractor Agreements and require subcontractor participation.
4. The Construction Waste Reduction Plan shall be implemented and executed as follows and as on the chart:
  - a. Salvageable materials will be diverted from disposal where feasible.
  - b. There will be a designated area on the construction site reserved for a row of dumpsters each specifically labeled for respective materials to be received.
  - c. Before proceeding with any removal of construction materials from the construction site, Recycling Coordinators will inspect containers for compliance with CCR, Title 24, Part 11 2022 Green Building Standards Code and C.O.B.S.W.D.. K.C.W.M.D. requirements.
  - d. Wood cutting will occur in centralized locations to maximize reuse and make collection easier.
  - e. Hazardous waste will be managed by a licensed hazardous waste vendor.

**1.03 Communication & Education Plan:**

1. The General Contractor will conduct an on-site pre-construction meeting with subcontractors. Attendance will be required for the subcontractor's key field personnel. The purpose of the meeting is to reinforce to subcontractor's key field employees the commitments made by their companies with regard to the project goals and requirements.
2. Waste prevention and recycling activities will be discussed at the beginning of each weekly subcontractor coordination meeting to reinforce project goals and communicate progress to date.
3. As each new subcontractor comes on site, the recycling coordinators will present him/her with a copy of the Waste Management Plan and provide a tour of the recycling areas.
4. The subcontractor will be expected to make sure all their crews comply with the Waste Management Plan.
5. All recycling containers will be clearly labeled. Containers shall be located in close proximity to the building(s) under construction in which recyclables/salvageable materials will be placed.
6. Lists of acceptable/unacceptable materials will be posted throughout the site.
7. All subcontractors will be informed in writing of the importance of non-contamination with other materials or trash.
8. Recycling coordinators shall inspect the containers on a weekly basis to insure that no contamination is occurring and precautions shall also be taken to deter any contamination by the public.

**1.04 Motivation Plan:**

1. The project team will develop and publish a project mission statement that can be distributed to the subcontractors, attached to subcontracts, and posted at the jobsite.
2. The General Contractor will conduct a pre-award meeting for subcontractors. Subcontractors under consideration will be required to attend the meeting to review project goals and requirements with the project team. Attendance will be a prerequisite for award of subcontracts. A sign-off will be required by subcontractors attending the meeting that the project goals are understood. This document will be an attachment to every subcontract. Copies of the attachment will be posted prominently at the jobsite.

**1.05 Evaluation Plan:**

1. The General Contractor will develop, update, and post at the jobsite a graph indicating the progress to date for achieving the project's waste recycling goal of 50% by weight of the total project waste stream.

**PART 2 PRODUCTS (NOT USED)**

**PART 3 EXECUTION**

**3.01 Expected Project Waste, Disposal, and Handling:**

The following charts identify waste materials expected on this project, their disposal method, and handling procedures:

Material	Quantity	Disposal Method	Handling Procedure
Land clearing debris		Keep separate for reuse and or wood sale	Keep separated in designated areas on site.
Clean dimensional wood and palette wood		Keep separate for reuse by on-site construction or recycle at designated recycle location.	Keep separated in designated areas on site. Place in "Clean Wood" container.

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<b>Material</b>	<b>Quantity</b>	<b>Disposal Method</b>	<b>Handling Procedure</b>
Plywood, OSB, particle board		Reuse, landfill	Keep separated in designated areas on site. Place in "Trash" container.
Asphalt		Grind, reuse, recycle	Store on site until reuse on project or recycle by hauling to designated location.
Painted or treated wood		Reuse, landfill	Keep separated in designated areas on site. Place in "Trash" container.
Concrete		Recycle	
Concrete Masonry Units		Keep separate for re-use by on-site construction or by site employees	Keep separated in designated areas on site
Metals		Recycle	Keep separated in designated areas on site. Place in "Metals" container.
Gypsum drywall (unpainted)		Recycle	Keep scraps separate for recycling – stack on pallets in provided on site. All scrap drywall will be taken back by contractor to drywall supplier
Paint		Reuse or recycle	Keep separated in designated areas on site
Insulation		Reuse, landfill	
Flooring		Reuse, landfill	
Carpet and pad		Reuse or recycle with carpet manufacturer	
Glass		Glass Bottles	Keep separated in designated areas on site. Place in "Glass/Plastic bottles/Metal Cans/Mixed Paper/Cardboard" container
Plastics		Plastic Bottles Plastic bags/scraps Reuse, Recycle	Keep separated in designated areas on site. Place in "Glass/Plastic bottles/Metal Cans/Mixed Paper/Cardboard" container
Beverage		Recycle	Keep separated in designated areas on site. Place in "Glass/Plastic bottles/Metal Cans/Mixed Paper/Cardboard" container
Cardboard		Recycle	Keep separated in designated areas on site. Place in "Glass/Plastic bottles/Metal Cans/Mixed Paper/Cardboard" container

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Material	Quantity	Disposal Method	Handling Procedure
Paper and newsprint		Recycle	Keep separated in designated areas on site. Place in "Glass/Plastic bottles/Metal Cans/Mixed Paper/Cardboard" container
<b>TOTAL</b>			

### 3.02 Responsible Party for Waste Disposal:

1. General Contractor shall monitor all waste management activities and collect all documentation of recycling and disposal.
2. Earthwork Contractor shall regrind existing paving and haul to location designated by Owner including documentation of amounts hauled. Reuse as required or permitted on this project.
3. Concrete Contractor shall provide separate bins for concrete waste, including hauling to recycling facility and documentation of all amounts.
4. Concrete Masonry Contractor shall provide separate bins for CMU was including hauling to recycling facility and documentation.
5. Metal Stud/Drywall Contractor shall provide separate bins for metal stud waste and drywall waste including hauling to recycling facility and documentation.
6. Demolition Contractor shall provide hauling and recycling or disposal of materials generated from demolition of existing building/s including documentation of material recycled and disposed of in landfill.
7. The General Contractor shall provide separate bins for metal (other than metal studs), cardboard, plastic, glass and aluminum containers and general trash and debris including documentation and hauling to recycling facility.
8. Name of landfill for disposal of non-recyclable waste: Contractor shall determine
  - a. Transfer Stations: Contractor shall determine
  - b. Landfills (ultimate disposal location): Contractor shall determine
9. Landfill tipping fee: \$\_\_\_\_\_ / ton Contractor shall verify
10. Estimate of waste for landfill disposal: Contractor shall verify

### 3.03 Recycling Calculation example:

1. If all construction waste was disposed in landfill:  
       \_\_\_\_\_tons=\_\_\_\_\_ lbs/2000 lbs/ton , \_\_\_\_\_ tons x \$\_\_\_\_\_/ton = \$\_\_\_\_\_
2. With recycling: TOTAL = \$\_\_\_\_\_

### 3.04 Recycling locations:

1. Asphalt
  - a. A/C Materials, 4717 Mendian Ave., Bakersfield, CA 93308 – 322-3424



- b. A&M Disposal & Recycling, 4233 Quinn Rd., Bakersfield, CA 93308 – 399-5575
- c. Asphalt & Concrete Recycling, 4801 Wible Rd., Bakersfield – 396-8695
- d. Griffith Company, 3950 Shell St., Bakersfield, CA – 831-7331
- e. Granite Company, 21541 Bear Mountain Blvd., Arvin, CA 93203 – 854-3051
- f. Valley Tree Construction, 4233 Quinn Rd., Bakersfield, CA 399-1783 or 872-5145
- 2. Building Materials
  - a. California Material Exchange (CalMax) – 877-520-9703
- 3. Cardboard & Corrugated
  - a. BARC – 397-3622
  - b. Golden State Metal, 2000 E Brundage Ln, 327-3559
  - c. JC Pallet Co., 5800 State Rd., 393-2229
  - d. Sierra Metals, 1620 E Brundage Ln, 327-7073
- 4. Commercial Recycling
  - a. Revive Recycling, 3624 Buck Owens Blvd., Ste 7, 322-7374
- 5. Concrete
  - a. See Asphalt – above
- 6. Drywall
  - a. Hondo Inc., 20807 Stockdale Hwy, 589-1042
  - b. Quality Soil Amendments, 20807 Stockdale Hwy, 587-4457
- 7. Glass/Plastic Containers
  - a. Golden State Metals, 1620 E Brundage Ln, 327-3559
  - b. Sierra Metals, 1620 E Brundage Ln, 327-7073
  - c. Smurfit-Stone Recycling, 2710 O St, 327-3841
- 8. Pallets
  - a. JC Pallet Co., 5800 State Rd., 393-2229
  - b. Kern County Bena Road Landfill, 17 miles east of Bakersfield, off Tower Line Rd on Bena Rd, open Sunday-Saturday 8 am to 4 pm.
- 9. Paper – Office/Mixed
  - a. BARC – 2240 S Union Ave, 834-2272
  - b. Sierra Metals, 1620 E Brundage Ln, 327-7073

- c. Smurfit-Stone Recycling, 2710 O St, 327-3841

**10. Scrap Metals**

- a. Golden State Metals, 1620 E Brundage Ln, 327-3559
- b. Sierra Metals, 1620 Brundage Ln, 327-7073
- c. Midway Recycle/Western Scrap, 7200 Downing Ave., 589-9712
- d. Nix Scrap Metals, 1100 James Rd., 387-1216
- e. Rick's Recycling, 2200 S. Union Ave, 832-3248

**11. Mixed Waste**

- a. Metro Recycling Corp, 58 Mt Vernon Ave., 1 mi south of 58, 661-201-3535

**12. Landfill**

**a. General Trash**

- i. Kern County Bena Road Landfill, 17 miles east of Bakersfield, off Tower Line Rd on Bena Rd, open Sunday-Saturday 8 am to 4 pm. Also accepts for recycling: large appliances, asphalt, concrete, pallets, and green waste.

RECYCLING OPERATIONS
----------------------

**Action \*\*\*****Who****When**

- |   |       |       |
|---|-------|-------|
| <input type="checkbox"/> Choose bins/collection methods                         | _____ | _____ |
| <input type="checkbox"/> Order bins - oversee deliver                           | _____ | _____ |
| <input type="checkbox"/> Site bins/collection sites for optimum convenience     | _____ | _____ |
| <input type="checkbox"/> Sort or process wood                                   | _____ | _____ |
| <input type="checkbox"/> Sort or process metal                                  | _____ | _____ |
| <input type="checkbox"/> Sort or process cardboard                              | _____ | _____ |
| <input type="checkbox"/> Sort or process drywall                                | _____ | _____ |
| <input type="checkbox"/> Sort or process <u>CSWD mandatory items</u> (material) | _____ | _____ |
| <input type="checkbox"/> Sort or process _____ (material)                       | _____ | _____ |
| <input type="checkbox"/> Schedule material pickups/dropoffs                     | _____ | _____ |
| <input type="checkbox"/> Protect Materials from Contamination                   | _____ | _____ |
| <input type="checkbox"/> Document material pickups/dropoffs                     | _____ | _____ |

\*\*\* Depending on the service option chosen, these may be the responsibility of either the field personnel, the hauler, a full-service recycling contractor, or the subcontractors.

COMMUNICATION PLAN - Except for mandatory items (*), check other items intended to be used.
---

**Action****Who****When****Completed**

- |   |       |       |                          |
|---|-------|-------|--------------------------|
| <input type="checkbox"/> Complete Construction Waste Mgmt. Plan*        | _____ | _____ | <input type="checkbox"/> |
| <input type="checkbox"/> Hold Orientation/Kick-off Meeting*             | _____ | _____ | <input type="checkbox"/> |
| <input type="checkbox"/> Update & Progress in Weekly Job-Site Meetings* | _____ | _____ | <input type="checkbox"/> |
| <input type="checkbox"/> Encourage Just-In-Time Deliveries              | _____ | _____ | <input type="checkbox"/> |
| <input type="checkbox"/> Post Targeted Materials (Signage)              | _____ | _____ | <input type="checkbox"/> |
| <input type="checkbox"/> Distribute Tip Sheets for Job-Site Personnel   | _____ | _____ | <input type="checkbox"/> |
| <input type="checkbox"/> Post Goals/Progress (Signage)                  | _____ | _____ | <input type="checkbox"/> |
| <input type="checkbox"/> _____  | _____ | _____ | <input type="checkbox"/> |

MOTIVATION PLAN - Except for mandatory items (*), check other items intended to be used.
--

**Action****Who****When****Completed**

- |   |       |       |                          |
|---|-------|-------|--------------------------|
| <input type="checkbox"/> Use formal agreements committing Subs to program | _____ | _____ | <input type="checkbox"/> |
| <input type="checkbox"/> Require Mis-Sorters to Re-Sort Bin               | _____ | _____ | <input type="checkbox"/> |
| <input type="checkbox"/> Provide Stickers, T-Shirts, or Hats              | _____ | _____ | <input type="checkbox"/> |
| <input type="checkbox"/> Public Recognition of Participating Subs         | _____ | _____ | <input type="checkbox"/> |
| <input type="checkbox"/> Letters of Recognition                           | _____ | _____ | <input type="checkbox"/> |
| <input type="checkbox"/> Awards Luncheon                                  | _____ | _____ | <input type="checkbox"/> |
| <input type="checkbox"/> _____  | _____ | _____ | <input type="checkbox"/> |

EVALUATION PLAN - Except for mandatory items (*), check other items intended to be used.
--

**Action****Who****When****Completed**

- |   |       |       |                          |
|---|-------|-------|--------------------------|
| <input type="checkbox"/> Perform Short Form Waste Audit               | _____ | _____ | <input type="checkbox"/> |
| <input type="checkbox"/> Perform Full Waste Audit                     | _____ | _____ | <input type="checkbox"/> |
| <input type="checkbox"/> Perform Mid-Course Assessment                | _____ | _____ | <input type="checkbox"/> |
| <input type="checkbox"/> Perform Monthly Cost and Materials Tracking* | _____ | _____ | <input type="checkbox"/> |
| <input type="checkbox"/> Perform Final Evaluation*                    | _____ | _____ | <input type="checkbox"/> |
| <input type="checkbox"/> _____  | _____ | _____ | <input type="checkbox"/> |

**SECTION 01 74 19A**  
**CONTRACTOR'S CONSTRUCTION WASTE AND RECYCLING PLAN**

(Submit After Award of Contract and Prior to Start of Work)

Project Title:		
Contract or Work Order No.:		
Contractor's Name:		
Street Address:		
City:	State:	Zip:
Phone: ( )	Fax: ( )	
E-Mail Address:		
Prepared by: (Print Name)		

Date Submitted:		
Project Period:	From:	TO:

**Reuse, Recycling or Disposal Processes To Be Used**

*Describe the types of recycling processes or disposal activities that will be used for material generated in the project. Indicate the type of process or activity by number, types of materials, and estimated quantities that will be recycled or disposed in the sections below:*

- 01 - Reuse of building materials or salvage items on site (i.e. crushed base or red clay brick)
- 02 - Salvaging building materials or salvage items at an off site salvage or re-use center (i.e. lighting, fixtures)
- 03 - Recycling source separated materials on site (i.e. crushing asphalt/concrete for reuse or grinding for mulch)
- 04 - Recycling source separated materials at an off site recycling center (i.e. scrap metal or green matls)
- 05 - Recycling commingled loads of C&D matls at an off site mixed debris recycling center or transfer station
- 06 - Recycling material as Alternative Daily Cover at landfills
- 07 - Delivery of soils or mixed inerts to an inert landfill for disposal (inert fill).
- 08 - Disposal at a landfill or transfer station.
- 09 - Other (please describe) \_\_\_\_\_

**Types of Material To Be Generated**

*Use these codes to indicate the types of material that will be generated on the project*

A = Asphalt      C = Concrete      M = Metals      I = Mixed Inert      G = Green Matls  
D = Drywall      P/C=Paper/Cardboard      W/C = Wire/Cable      S= Soils (Non Hazardous)  
M/C = Miscellaneous Construction Debris      R = Reuse/Salvage      W = Wood      O = Other (describe)

Facilities Used: Provide Name of Facility and Location (City)

Total Truck Loads: Provide Number of Trucks Hauled from Site During Reporting Period

Total Quantities: If scales are available at sites, report in tons. If not, quantify by cubic yards. For salvage/reuse items, quantify by estimated weight (or units).

**SECTION I - RE-USED/RECYCLED MATERIALS**

*Include all recycling activities for source separated or mixed material recycling centers where recycling will occur.*

Type of Material	Type of Activity	Facility to be Used/Location	Total Truck Loads	Total Quantities		
(ex.) M	04	ABC Metals, Los Angeles	24	Tons	Cubic YD	Other Wt.
a. Total Diversion			0	0	0	0

[PROJECT TITLE]  
[DATE]

Contractor's Construction Waste and Recycling Plan  
Section 01151A-1

**SECTION 01 74 19A**  
**CONTRACTOR'S CONSTRUCTION WASTE AND RECYCLING PLAN**

Continued

SECTION II - DISPOSED MATERIALS						
<i>Include all disposal activities for landfills, transfer stations, or inert landfills where no recycling will occur.</i>						
Type of Material	Type of Activity	Facility to be Used/Location	Total Truck Loads	Total Quantities		
				Tons	Cubic YD	Other Wt.
(ex.) D	08	DEF Landfill, Los Angeles	2	35		
b. Total Disposal				0	0	0

SECTION III - TOTAL MATERIALS GENERATED						
<i>This section calculates the total materials to be generated during the project period (Reuse/Recycle + Disposal = Generation)</i>						
				Tons	Cubic YD	Other Wt.
a. Total Reused/Recycled				0	0	0
b. Total Disposed				0	0	0
c. Total Generated				0	0	0

SECTION IV - CONTRACTOR'S LANDFILL DIVERSION RATE CALCULATION						
<i>Add totals from Section I + Section II</i>						
	Tons	Cubic Yards	Other Wt.			
a. Materials Re-Used and Recycled	0					
b. Materials Disposed	0					
c. Total Materials Generated (a. + b. = c.)	0	0	0			
d. Landfill Diversion Rate (Tons Only)*	#DIV/0!					

\* Use tons only to calculate recycling percentages:  $\text{Tons Reused/Recycled/Tons Generated} = \% \text{ Recycled}$

Contractor's Comments (Provide any additional information pertinent to planned reuse, recycling, or disposal activities):

Notes:

- Section 01151A is a Division 01 General Requirement under CSI MasterFormat 1998 Edition.  
 For CSI MasterFormat 2004 Edition, this Section may be renumbered as follows:  
 Under Division 00, Procurement and Contracting Requirements, Project Forms 00 60 00  
 Use: Section 00 62 22 Construction Waste Diversion Plan
- Suggested Conversion Factors: From Cubic Yards to Tons (Use when scales are not available)  
 Asphalt: .61 (ex. 1000 CY Asphalt = 610 tons. Applies to broken chunks of asphalt)  
 Concrete: .93 (ex. 1000 CY Concrete = 930 tons. Applies to broken chunks of concrete)  
 Ferrous Metals: .22 (ex. 1000 CY Ferrous Metal = 220 tons)  
 Non-Ferrous Metals: .10 (ex. 1000 CY Non-Ferrous Metals = 100 tons)  

Drywall Scrap: .20  
Wood Scrap: .16

**SECTION 01 74 19B**  
**CONTRACTOR'S REUSE, RECYCLING, AND DISPOSAL REPORT**  
*(Submit With Each Progress Payment)*

Project Title:		
Contract or Work Order No.:		
Contractor's Name:		
Street Address:		
City:	State:	Zip:
Phone: ( )	Fax: ( )	
E-Mail Address:		
Prepared by: (Print Name)		

Date Submitted:		
Period Covered:	From:	To:

**Reuse, Recycling or Disposal Processes Used**

*Describe the types of recycling processes or disposal activities used for material generated in the project. Indicate the type of process or activity by number, types of materials, and quantities that were recycled or disposed in the sections below:*

01 - Reuse of building materials or salvage items on site (i.e. crushed base or red clay brick)  
02 - Salvaging building materials or salvage items at an off site salvage or re-use center (i.e. lighting, fixtures)  
03 - Recycling source separated materials on site (i.e. crushing asphalt/concrete for reuse or grinding for mulch)  
04 - Recycling source separated materials at an off site recycling center (i.e. scrap metal or green matls)  
05 - Recycling commingled loads of C&D matls at an off site mixed debris recycling center or transfer station  
06 - Recycling material as Alternative Daily Cover at landfills  
07 - Delivery of soils or mixed inerts to an inert landfill for disposal (inert fill).  
08 - Disposal at a landfill or transfer station.  
09 - Other (please describe) \_\_\_\_\_

**Types of Material Generated**

*Use these codes to indicate the types of material that were generated on the project*

A = Asphalt      C = Concrete      M = Metals      I = Mixed Inert      G = Green Matls  
D = Drywall      P/C=Paper/Cardboard      W/C = Wire/Cable      S= Soils (Non Hazardous)  
M/C = Miscellaneous Construction Debris      R = Reuse/Salvage      W = Wood      O = Other (describe)

Facilities Used: Provide Name of Facility and Location (City)

Total Truck Loads: Provide Number of Trucks Hauled from Site During Reporting Period

Total Quantities: If scales are available at sites, report in tons. If not, quantify by cubic yards. For salvage/reuse items, quantify by estimated weight (or units).

**SECTION I - RE-USED/RECYCLED MATERIALS**

*Include all recycling activities for source separated or mixed material recycling centers where recycling occurred.*

Type of Material	Type of Activity	Facilities Used/Location	Total Truck Loads	Total Quantities		
(ex.) M	04	ABC Metals, Los Angeles	24	Tons	Cubic YD	Other Wt.
<b>a. Total Diversion</b>			0	0	0	0

**SECTION 01 74 19B**  
**CONTRACTOR'S REUSE, RECYCLING, AND DISPOSAL REPORT**  
Continued

SECTION II - DISPOSED MATERIALS						
<i>Include all disposal activities for landfills, transfer stations, or inert landfills where no recycling occurred.</i>						
Type of Material	Type of Activity	Facilities Used/Location	Total Truck Loads	Total Quantities		
				Tons	Cubic YD	Other Wt.
(ex.) D	08	DEF Landfill, Los Angeles	2	35		
b. Total Disposal				0	0	0

SECTION III - TOTAL MATERIALS GENERATED						
<i>This section calculates the total materials generated during the project period (Reuse/Recycle + Disposal = Generation)</i>						
				Tons	Cubic YD	Other Wt.
a. Total Reused/Recycled				0	0	0
b. Total Disposed				0	0	0
c. Total Generated				0	0	0

SECTION IV - CONTRACTOR'S LANDFILL DIVERSION RATE CALCULATION						
<i>Add totals from Section I + Section II</i>						
	Tons	Cubic Yards	Other Wt.			
a. Materials Re-Used and Recycled	0					
b. Materials Disposed	0					
c. Total Materials Generated (a. + b. = c.)	0	0	0			
d. Landfill Diversion Rate (Tons Only)*	#DIV/0!					

\* Use tons only to calculate recycling percentages: Tons Reused/Recycled/Tons Generated = % Recycled

Contractor's Comments ( <i>Provide any additional information pertinent to planned reuse, recycling, or disposal activities</i> ):						

Notes:						
1. Section 01151A is a Division 01 General Requirement under CSI MasterFormat 1998 Edition. For CSI MasterFormat 2004 Edition, this Section may be renumbered as follows: Under Division 00, Procurement and Contracting Requirements, Project Forms 00 60 00 Use: Section 00 62 22 Construction Waste Diversion Plan						
2. Suggested Conversion Factors: From Cubic Yards to Tons (Use when scales are not available) Asphalt: .61 (ex. 1000 CY Asphalt = 610 tons. Applies to broken chunks of asphalt) Concrete: .93 (ex. 1000 CY Concrete = 930 tons. Applies to broken chunks of concrete) Ferrous Metals: .22 (ex. 1000 CY Ferrous Metal = 220 tons) Non-Ferrous Metals: .10 (ex. 1000 CY Non-Ferrous Metals = 100 tons)						
				Drywall Scrap: .20 Wood Scrap: .16		

**MINOR DEMOLITION FOR REMODELING**

DIVISIONS 00 AND 01 ARE A PART OF THIS SECTION

**PART 1 GENERAL**

**1.01 CODES AND ORDINANCES**

All work is to be conducted in complete accordance with all applicable provisions of local and State safety and health ordinances.

**1.02 DESCRIPTION AND CONDITION OF PREMISES**

- a. The building affected by this Contract is set forth in "Scope of Work" below and has been used for the designated occupancy since original construction.
- b. Plans are available for the structure(s) at the office of the Architect for review by the Contractor. It is the intent and purpose of this Contract that the Contractor demolish all of the work as specified herein or on the plans, regardless of material of which it is constructed.
- c. Contractor shall accept the premises in the condition as found on the first day of work under the Contract. He shall assume all risk regarding damage or loss, whether by reason of fire, theft or other casualty or happening to specified building. No such damage or loss shall relieve the Contractor from Contract obligation to complete this work.

**1.03 SCOPE OF WORK**

- a. Scope of work shall include all labor, materials, equipment, transportation and appliances to complete the work of demolition and site restoration as hereinbelow specified and as per drawings and as reasonably required to complete the contract.
- b. Removal of existing framing, furring, bracing, concrete slabs, walls and footings, fasteners, equipment, finishes, support systems, plumbing, electrical and HVAC systems and all other items required to complete the work in this contract.
- c. Disposal legally and off the site of all debris, rubbish and salvage.
- d. Construction and provision of proper barricades, signs and protective structures and devices.
- e. Responsibility of cleanliness and safety of work area and all other affected premises during the period of the Contract.
- f. Filling, backfilling and grading of site as specified.



**1.04 SURVEY OF EXISTING CONDITIONS**

The bidders are required to examine the building and determine for themselves the extent of the work included in this Contract.

**1.05 WORKING AREA**

A portion of the building site shall be allotted to the Contractor for the prosecution of his work. He shall confine his operations to this area and shall provide barricades or guards as required by the City and/or County Code requirements.

**1.06 RESPONSIBILITY AND COORDINATION**

- a. Responsibility accrues to the Contractor for the condition, good order, health and safety of all premises and individuals his work may affect.
- b. It shall be the responsibility of the Contractor to notify any utility companies and the owner concerning the cutting off or restoring of service or of relocating or modifying any such service that the work of this contract may require. He shall protect and maintain in operation any utility or sewer line that is required to remain operative during the period of the contract that his work may affect.
- c. The Contractor shall coordinate and require such cooperation of the various trades as will be necessary to complete each and every part of the work, even though not specifically indicated, noted or detailed on the drawings or specified.

**1.07 PERMITS AND LICENSES**

The Contractor shall secure, take out and/or maintain all required permits, approvals and licenses necessary to legally complete this work and shall be responsible for insuring that each and every one of his subcontractors is properly and duly licensed and have required permits to perform any of their work requiring same.

**1.08 SALVAGE MATERIALS**

- a. The Owner reserves the right to retain ownership of any equipment or fixtures removed from the building. All removed equipment or fixtures shall be stored neatly in an area designated by the Owner for a period of 48 hours after the Owner's representative has been notified. All items that are not claimed by the Owner within the specified time period shall be removed from the site and properly disposed of.
- b. All salvage materials removed from the building shall be placed in neat piles and stacks in the working area and removed from the site at the earliest practicable date.

- c. The Contractor shall not dispose of the improvements or materials removed from the building at the site by sale, gift, or in any manner whatsoever to the general public; provided however, that these provisions shall not be construed as limiting or prohibiting the sale or disposal of such salvage to duly licensed contractors or material men. The Contractor shall assume all responsibility arising out of such operation.

## **PART 2 EXECUTION**

### **2.01 DEBRIS**

All debris resulting from the demolition shall be removed and hauled away from the site immediately. Debris and rubbish shall not be allowed to accumulate on the site. Such material shall be sprinkled while being handled or loaded to relieve annoyance to the balance of the premises and to the neighborhood. No burning of rubbish shall be permitted at the site.

### **2.02 PROTECTION**

- a. The Contractor shall enclose the area with fence barricades as per City and/or County code requirements. Barricades shall be substantially and neatly erected and braced and in areas near existing buildings where hazards may exist from falling materials, shall be constructed in a manner to intercept any materials that may fall as a result of demolition work.
- b. Barricades and fences shall have substantial gates, equipped with good locks and the working area shall be kept securely locked at all times work is in progress.
- c. The Contractor shall provide signs and post warnings in all necessary places to exclude all persons except those directly connected with the work from entering the working area or where vehicles are operating or materials are being stored. The Contractor shall be responsible for preventing unauthorized persons from entering the working area.
- d. The Contractor shall execute demolition work to insure protection of adjacent buildings, shrubs, trees and lawns from damage, which might occur from any cause and shall not interfere with use of adjacent buildings or safe passage to and from same.

### **2.03 USE OF EXPLOSIVES will not be permitted.**

### **2.04 TREES AND PLANTINGS**

Trees and shrubs as indicated on the plan and their roots, stumps, etc., within the working area are to be removed.

**2.05 UTILITIES**

- a. It shall be the responsibility of the contractor to notify any utility companies and the owner concerning the cutoff and restoration of service or of relocating or modifying any such service that the work in this contract may require. He shall protect and maintain in operation any utility or sewer line that is required to remain operative during the period of the contract that his work may affect.
- b. The Contractor shall keep a record as to location and size of all capped pipe and/or conduit during demolition on a blue line print furnished by the Architect.

**2.06 SCAFFOLDING, LADDERS, ETC.**

All temporary construction, scaffolding, ladders, runways, hoistways, etc., shall be furnished and maintained by the Contractor as required and shall comply with all laws, ordinances, rules and regulations governing the construction and use of same.

**2.07 CLEANING**

- a. Upon completion of the work, the Contractor shall remove all protections, tools, materials, plant apparatus and rubbish or debris of any sort and leave the premises neat and orderly.
- b. The Contractor shall also inspect any other areas or premises of public or private property that may have been damaged, made dirty or otherwise disorderly as a result of his work and restore to good order any such area or premises.

END OF SECTION  
03/05/2008

**CONCRETE WORK**

DIVISIONS 00 AND 01 ARE A PART OF THIS SECTION

**PART 1 GENERAL****1.01 SCOPE OF WORK**

The work of this section shall include the furnishing of all labor; materials and equipment required to complete the concrete work as indicated on the drawings and as specified herein. For specific requirements of the foundations of the shade structure, refer to drawings.

**1.02 WORK INCLUDED (But not limited to the following items)**

- a. Provide and install concrete, plain and reinforced, in place.
- b. Provide and install formwork and shoring.
- c. Placing only of bolts, anchors, frames, inserts, stair nosings
- d. Provide and install control and expansion joints.
- e. Curing, protection and patching of concrete.
- f. Finishing concrete surfaces.
- g. Cost of concrete mix designs and submittals.
- h. Clean up work related to this Section.

**1.03 RELATED WORK**

- a. Reinforcing steel is specified in Section 03 21 00.
- b. Filling, backfilling and compaction are specified under Section 31 20 00.
- c. Furnishing of bolts, anchors, frames, inserts, etc. is specified in Sections 31 20 00.
- d. The cost of testing all materials, *including cement and aggregate* shall be paid by the Owner. The Contractor shall cooperate in furnishing test materials so that tests may be completed prior to their installation.
- e. Vegetation control is specified in Section 32 05 13.02.

**1.04 TESTS AND INSPECTIONS**

- a. Refer to Section 01 45 00, Quality Control, for these requirements.
- b. No work of this Section shall be covered until inspected by the Engineer or his authorized representative.
- c. Tests and evaluation shall conform to T24, Sec. 1903A.
- d. Vapor and Waterproofing Admixture representative shall verify all concrete batches prior to concrete mix leaving plant. Installing contractor shall be an approved SPG installer.

**1.05 SPECIAL REQUIREMENTS**

All concrete shall be mixed, formed, placed and cured, finished and protected in conformance with the recommendations of the Portland Cement Association and the American Concrete Institute unless otherwise shown or noted in these specifications.

**1.06 DEFECTIVE CONCRETE**

Concrete not meeting the minimum strength requirement, not formed as indicated, not true to intended alignment, which has large voids or rock pockets, which has

wood or debris embedded in it, which has a surface deviation of greater than one-eighth inch (1/8") in ten feet (10'-0") or does not fully conform to the specifications shall be deemed defective and if so directed by the Architect, shall be removed and replaced with concrete complying with the drawings and specifications. Precast panels or other concrete damaged due to erection operations shall be deemed defective concrete.

## **PART 2 PRODUCTS**

### **2.01 MATERIALS**

- a. Portland Cement: Shall conform to ACI 318-19, Type V, and T24, Sec. 1903A.2 with the following modifications:
  - (1) The cement shall not contain more than 0.60% total alkali when calculated as Sodium Oxide.
  - (2) The percentage of Tricalcium Silicate shall not be limited.
  - (3) Cement shall be stored in such a manner as to protect it from inclusion of foreign material and damage by moisture. Only one (1) brand of cement shall be used for this work.
- b. Aggregates: Shall conform to ASTM C-33 except as modified below.
  - (1) Fine aggregate: Shall consist of a washed natural sand of hard, strong and durable particles, which do not contain more than two percent (2%) by weight of deleterious substances such as clay lumps, shale, schist, alkali, mica, coated grains, or soft and flaky particles. Fine aggregate shall be graded uniformly from fine to coarse and when combined with coarse aggregate shall meet the requirements of Table 1.
    - a.) Crushed fine aggregate otherwise known as Crusher fines, or "rock dust" shall be 100% passing #4 sieve screen and shall be spread and compacted while damp to moist. At the time of concrete placement, the blotter layer should be dry to damp, compacted, and smooth. Concrete should not be placed if the blotter layer is wet as it will act as a water reservoir beneath the concrete and all apparent advantages of its use will be nullified. The blotter layer should not be sprayed with water prior to concrete placement.
  - (2) Coarse Aggregate: Shall consist of a clean, hard, fine grained, sound crushed rock, or washed gravel. It shall contain not more than five percent (5%) by weight of flat, thin, elongated, or laminated material nor more than two percent (2%) by weight shale or cherty material. Coarse aggregate shall be graded uniformly from one fourth inch (1/4") in size to maximum size and when combined with fine aggregate shall meet the requirements of Table 1.

TABLE I  
GRADING OF COMBINED AGGREGATES

Sieve Number or Size in Inches (Woven Wire Cloth)	Percent by Weight 1-1/2" Max.	1" Maximum	3/4" Maximum
Passing a 1-1/2"	95-100	---	---
Passing a 1"	70-90	90-100	---
Passing a 3/4"	50-80	70-95	90-100
Passing a 3/8"	40-60	45-70	55-75
Passing a #4	35-55	35-55	40-60
Passing a #8	25-40	27-45	30-46
Passing a #16	16-34	20-38	23-40
Passing a #30	12-25	12-27	13-28
Passing a #50	2-12	5-15	5-15
Passing a #100	0-3	0-5	0-5

- c. Water: Shall be clean and free from deleterious acids, alkali, oil and organic matter and shall be potable.
- d. Concrete Slab Control Joints: Shall be one of the following types as indicated and located on the drawings:
  - (1) Construction Joints: Shall be Burke #NC-203 "Keyed Kold Joint", or approved equal, 26 gauge galvanized steel continuous joint form with #54-505 removable kap at exterior slabs and #54-510 kap at interior slabs. Seal exterior joints with Sikaflex 2c, color as selected.
  - (2) Expansion Joints: Shall be formed with Burke 1/2" x 4" fiber expansion joint with Burke 1/2" x 1/2" removable plastic cap. Sealant shall be two-part polyurethane, Sikaflex 2c, color as selected.
  - (3) Control Joints: Shall be 1/8" w x 1-1/4" d tooled or saw-cut joints. Control joints may be plastic "Zip-Strips" by Burke or W.R. Meadows (1-1/2" dp. min.).
- e. Crushed Fine Aggregate Fill Under Slabs: Shall conform to the crushed fine
- f. Sealer/Hardener/Curing Compound for exterior concrete: Shall conform to ASTM C-309, Type I, Class A. Provide and apply per manufacturers recommendations, W.R. Meadows "Med-Cure"; Nox-crete Inc. "Bro-Cure"; Curecrete Chemical Co. "Ashford Formula", or approved equal. The compound shall *not* be of wax base and shall not impair in any way the application of floor coverings,
- g. Admixture: Water-reducing admixture shall be Pozzolith 322N, T-24, Section 1903A6.6 Zeecon "H", Grace WRDA-79 or approved equal, conforming to ASTM 494. Vapor and Water proofing Admixture shall be as manufactured by SPG, Vapor Lock 20/20.
- h. Manufactured Grout: Shall be non-shrink, non-metallic, non-corrosive and high strength, conforming to Corps. of Engineers CRD-621. SilkagROUT 212, W.R. Meadows #588 grout or approved equal.
- i. Form Release: Provide form-coating material, which conforms to the regulations of the local air quality management district in force at the time of application. Use a non-staining, non-residual, chemically active release agent. DEBOND FORM COATING, manufactured by L&M Construction Chemicals, Inc. or "Crete Lease 880 VOC", by Cresset Chemical Company.
- j. Fly Ash: Shall comply with ASTM C618, class NORF (Class C is not permitted) Not more than 15% by weight of fly ash shall be substituted for ASTM C150 Portland Cement.

**PART 3 EXECUTION****3.01 PROPORTIONING OF CONCRETE MIXES**

- a. **Strength:** The minimum ultimate (28 day) compressive strength of structural concrete shall be 4500 p.s.i. Its strength shall be at least 2700 p.s.i. at the age of 7 days and at least 4500 p.s.i. at 28 days. Structural concrete shall contain at least 5 sacks (470 pounds) of cement per cubic yard of concrete. (Per Soils Report). Where non-structural 'concrete paving' is required, its compressive strength shall be 2500 p.s.i. Its strength shall be at least 1500 p.s.i. at 7 days and at least 2500 p.s.i. at 28 days.
- b. **Proportions:** The Contractor shall propose to the Architect an Engineered *Laboratory Designed Mix/es with Engineers Stamp/seal* based on the following limitations. The mix design shall be approved prior to use. The mix designer shall determine the relative amounts of cement, admixtures, fine and coarse aggregate and mixing water in accordance with T24 Method B or Method C, Section 1905A.2.3. The Contractor shall pay the costs of concrete mix designs, including the cost of aggregate, gradation analysis where required.

TABLE II  
CONCRETE MIXES  
Complies with table 19A-A3 of C.B.C. Title 24

Sacks of Cement Concrete Type	Maximum Size of Aggregate	Minimum 94 lbs. per Cubic yard. of Concrete	Maximum Gallons Water per 94 lbs. Sack of Cement
4500 psi	3/8"	6.75	5.8
	3/4"	5.75	7.3
	1"	5.50	7.3
	1-1/2"	5.25	7.3
2500 psi	3/4"	5.50	7.6
	1"	5.25	7.6
	1-1/2"	5.50	7.6

- c. **Minimum Cement Content:** The minimum cement contents indicated above may be reduced by a maximum of 0.25 sacks per cubic yard, subject to the approval of the Engineer, if the resulting mix design can be substantiated by:
  - (1) The recent experience of the laboratory with the materials and facilities of the manufacturer, and
  - (2) Documented test results of trial batching or of the use of the specific mix on prior work.
- d. **Admixture:** The admixture shall not be used to replace cement. Vapor and Water proofing admixture shall be added in quantities as approved by admixture manufacturer and shall be inspected by manufacturer's representative at the batch plant. Contact SPG at 310-650-4263 for Vapor and Moisture admixture inspection.
- e. **Slump:** The amount of mixing water used (including free moisture carried by the aggregate) shall not exceed the maximum allowed in Table III. In addition, the amount used shall be the minimum necessary to produce the following maximum allowable slumps but, in no case shall the water/cement ratio exceed .45:

Concrete foundations.....	4.5" maximum
All other concrete .....	5" maximum

The slump test shall conform to ASTM C-143.

- f. Aggregate Size:
- | Type of Work         | Max.                | Aggregate Size |
|----------------------|---------------------|----------------|
| slabs above grade    | Less than 6" thick, |                |
| floor slabs on grade |                     | 1"             |
| All other concrete   |                     | 1-1/2"         |
- g. Fly Ash may be added but not more than 15% by weight of Fly Ash shall be substituted for ASTM C150 Portland Cement.

### 3.02 PROPORTIONING OF GROUT AND DRYPACK (Handmixed)

- Grout: Shall be composed of one (1) volume of portland cement and three (3) volumes of fine aggregate and only enough water to make the mixture flow under its own weight.
- Drypack: Shall be composed as for grout except that only enough water shall be added to set the mixture (no free water and no slump). Drypack will be tamped into place.
- Do not use grout or drypack that has been mixed longer than thirty (30) minutes.

### 3.03 GROUT (Manufactured)

Manufactured grout shall be used at all 'blocked-out' and embedded steel or aluminum items and as shown on structural drawings.

### 3.04 FORMS

- General Construction Requirements: Forms shall be constructed of wood built true to line and grade, mortar tight, and sufficiently rigid to prevent excessive deflection between supports. The arrangement and construction shall be subject to the approval of the Engineer, but responsibility for adequacy of the forms shall rest with The Contractor. Forms shall be arranged so as to properly receive and engage other construction and all anchorage sleeves, inserts, bolts, conduit, or other devices shall be installed prior to the placing of concrete.
- Forms for Exposed Concrete: All exposed concrete shall be formed with 5/8" (minimum) Douglas Fir "Plyform" placed with the grain of the outer plys in the direction of their span. Form construction shall insure that the concrete surfaces will conform to the tolerances of "Recommended practices for Concrete Form Work" (A.C.I. 347). The supporting studs or joists shall be spaced not more than twelve inches (12") center to center. The surfaces of the forms shall be smooth and free from irregularities. Wall form panels shall be placed with their long dimension horizontal and so as to form continuous horizontal joints. All exposed sharp corners shall be formed with 3/4" chamfers or fillets.
- Form Ties or Bolts: Shall be used to fasten the forms. They shall be of sufficient strength and number to prevent spreading of the forms. They shall be of such type that they can be entirely removed or cut back one inch (1") or more from the finished concrete surface. Wire ties will not be permitted.
- Form Coating: Forms shall be coated with form release applied shortly before the concrete is placed but prior to placing the reinforcement.



- e. Cleaning: All dirt, chips, sawdust, nails and other foreign matter shall be completely removed from the forms before concrete is placed. Forms previously used shall be thoroughly cleaned of all dirt, mortar and other foreign matter before being reused.
- f. Removal: The forms shall not be removed until the concrete has sufficiently hardened to permit their removal with safety, but in no case in less time than as follows:

Columns, Walls, Vertical Forms.....	24 hours
Slabs.....	7 days
Joists, Beams and Girders.....	14 days

All removal shall be accomplished in such a manner as to prevent injury to the concrete. Comply with applicable 2022 CBC and ACI 347R.

- g. Foundation Concrete: Shall be placed directly into neat excavations provided the trench walls are stable as determined by the Architect or Structural Engineer subject to approval of the Division of the State Architect. In such cases, the minimum formwork shown on the structural drawings is mandatory to insure clean excavations immediately prior to and during the placing of concrete.

### 3.05 EMBEDDED ITEMS

- a. The Contractor shall cooperate with all tradesmen to insure that all conduit, anchor bolts, sleeves, inserts, hangers, etc. are properly installed and secured in correct position. All embedded items shall be thoroughly clean and free from rust, scale, oil or other foreign matter. All embedded items, including bolts, shall be securely held in their final positions by means of wood templates before any concrete is poured.
- b. Pipes, other than electrical conduit, shall not be embedded in structural concrete. Conduit shall be located within the middle half of the slab and its outside diameter shall not be greater than one third ( $1/3$ ) of the slab thickness.
- c. The Contractor shall properly form all reglets and rebates required in the concrete to receive flashings, frames and other equipment. Dimensions and details shall be obtained from the equipment to be provided for.

### 3.06 MIXING

Transit Mixed Concrete: Shall be mixed and delivered in accordance with the requirements of T24, 2022 CBC and ACI 304R. Transit mixed concrete shall not be delivered to the work with the total specified amount of water incorporated therein. Two and one-half ( $2\frac{1}{2}$ ) gallons of water per cubic yard shall be withheld but may be incorporated in the mix under the supervision of the project Inspector. Transit mixed concrete shall be mixed for a period of not less than ten (10) minutes at a peripheral drum speed of approximately two hundred (200) feet per minute and mixing shall be continued until discharge is complete. Concrete will be rejected if not discharged within one and one-half ( $1\frac{1}{2}$ ) hours during normal weather or forty-five (45) minutes during hot weather after the addition of cement to the aggregates. The manufacturer of the transit mixed concrete shall furnish with each mixer truck a certificate stating the quantity of cement water, fine aggregate, coarse aggregate and admixture (if used) in each batch delivered to the job.

### 3.07 PLACING

- a. General: Concrete shall be used while fresh and before it has taken an initial set. Retempering partially hardened concrete with additional water will not be

permitted. Concrete shall be placed in horizontal layers of such thickness that can be satisfactorily consolidated with vibrators. The concrete shall be placed as nearly as possible in its final position and the use of vibrators for extensive shifting of fresh concrete shall not be permitted. Fresh concrete shall not be permitted to fall more than six feet (6'-0") without the use of adjustable length pipes of "elephant trunks". The use of chutes in conveying concrete will not be permitted except with the Structural Engineer's approval and only if segregation does not occur and concrete of proper consistency flows freely. Once concreting is started, it shall be carried on as a continuous operation at such a rate that the concreting surface is at all times plastic and flows readily until the section is completed between predetermined construction joints.

- b. Compacting: All concrete, including slabs, shall be thoroughly compacted by means of high frequency internal vibrators. The vibrators shall not be attached to or held against the forms or reinforcing.
- c. Concrete Slab Construction Joints: Per T24, Sec. 1901A.2.
  - (1) All vertical members, such as walls and columns, shall be poured at least two (2) hours before horizontal members are poured therein to permit the concrete in the vertical members to take its initial settlement.
  - (2) After the pour has been completed to the construction joint and the concrete has hardened, the entire surface of the joint shall be thoroughly cleaned of surface laitance.
  - (3) A modified mix of concrete as hereinbefore specified with fifty percent (50%) of the coarse aggregate omitted may be deposited on horizontal construction joints before proceeding with the regular specified mix. This same modified mix may be used where conditions make puddling difficult or where reinforcing is congested.
  - (4) The location of construction joints shall be as shown on the plans or as approved by the Structural Engineer and the Architect. All construction joints shall be keyed.
  - (5) Maximum spacing shall be 20 feet on center for sidewalks, 20 feet on center for curbs and gutters, 10 feet on center for mow strips, 20 feet on center for retaining walls.
- d. Concrete Slab Expansion Joints:
  - (1) Expansion joints shall be placed around all steel columns, buttresses, etc. to relieve restriction of movement.
  - (2) Expansion joints shall be placed at sidewalks/concrete paving spaced at 20' o.c. max.
  - (3) Expansion joints shall be placed at sidewalks used to separate buildings. Place parallel with walk on one side min.
  - (4) Expansion joints shall be placed at curbs/gutters and V-gutters spaced at 20' o.c. max.
  - (5) Expansion joints shall be placed at mow-strips, spaced at 10' o.c. max.
  - (6) Expansion joints shall be placed at all change of directions in concrete slabs, walls, sidewalks, curbs, etc., typical unless noted otherwise.

- e. Concrete Slab Control Joints:
  - (1) Joints in concrete slabs on grade shall be spaced a maximum of 15'-0" o.c. for interior reinforced slabs and 4'-0" o.c. for exterior non-reinforced & reinforced concrete slabs. Joints shall be located where shown on plans.
  - (2) Saw-cut control joints shall be cut within three (3) hours of finishing slab as indicated on plans. All control joints shall be tooled to a round edge. No hard edges shall be permitted.
  - (3) Control joints 20' or shorter in length may be done with zip strips, only if strip can be installed in straight line.
- f. Cold Weather Requirements: Concrete shall not be placed on frozen ground, nor shall it be mixed or placed when atmospheric temperature is below 35 degrees F., unless means are employed to heat the aggregates and water so the concrete shall have a minimum temperature of 50 degrees F. The concrete shall then be protected from freezing or frost for a period of five (5) days after placing by a means acceptable to the Structural Engineer and the Division of the State Architect. Calcium Chloride shall not be added to the mix.
- g. Hot Weather Requirements: The maximum placing temperature of concrete, when deposited, shall be 90 degrees F. Concrete (excepting foundations) shall not be placed when the maximum air temperature is expected to exceed 100 degrees F. on the day of placement unless specifically approved by the Structural Engineer. Such approval may require any or all of the following precautions:
  - (1) Provide shade for slabs to be finished after 11:00 a.m.
  - (2) Store all materials and equipment in the shade.
  - (3) Take special care to obtain the coolest mixing water available. Note that the use of ice may be required in order that the maximum temperature of the mix at the time of depositing does not exceed 90 degrees F.
  - (4) Forms to receive concrete shall be kept cool by sprinkling until the pour has started.
  - (5) A fog spray of water shall be used to keep concrete surfaces moist during the finishing operation and until curing is commenced.
  - (6) The use of an approved water reducing retarder (admixture).

### 3.8 CONCRETE FINISH AND LOCATION

- a. Clear Curing Compound\*: Shall be applied to all exterior concrete slabs/walks/curbs/gutters, etc., verify application of clear or white with Architect.
- b. Broomed Concrete Finish: shall medium on all surfaces less than 6% slope and heavy broom finish on all surfaces greater than 6% slope.

### 3.9 FORMED SURFACES

- a. After form removal, all fins and ridges shall be removed from the concrete surfaces. All exterior form bolts shall be removed to a depth of at least one-inch (1") below the surface of the concrete. Voids and holes left by removal of form ties shall be cleaned and filled with mortar. Mortar shall consist of one (1) part by volume of cement to two (2) parts of sand. Rock pockets shall be chipped out down to sound material and filled with mortar.
- b. Architectural concrete or concrete surfaces to be left permanently exposed shall be patched as mentioned above and then honed smooth, rubbed and sacked. Coat areas completely with grout, wood float, let set and then rub with burlap.

### 3.11 TOOLING AND MARKINGS (EXTERIOR)

- a. General: All exposed flat work shall be tooled as indicated on drawings, or as otherwise specified, with additional markings as required where structures and/or items penetrate through slab. Tooling to be uniform, straight, and minimum 1/8" wide x 1-1/4" deep.
- b. Planter walls, curbs, etc. shall have chamfer joints, tool markings, etc., as directed, to control cracking. Markings, etc., shall be continuous across tops and down backs.

### 3.12 CONCRETE FINISHING GENERAL REQUIREMENTS

- a. Workmanship: Employ only skilled workmen, experienced in their respective trades and work. All work performed in a first class workmanlike manner, subject to approval of Architect, or project Inspector
- b. Markings: Notify Architect in sufficient time prior to completion of setting forms for exterior flat work to permit on-site review of proposed control, construction and expansion joint locations.
- c. Finishing Samples: Prepare three- (3) foot square flatwork samples of the following finishes (where indicated for use on this job) for Owner's approval:  
Broom finish (medium)  
Samples of finished surfaces shall be made and submitted to the Architect for approval not less than (10) days prior to installing concrete work. Samples to remain intact for comparison until flat work completed.
- d. Finishing: Concrete shall be allowed to stand long enough to evaporate excess surface water, but not until initial set takes place. Surfaces to receive ceramic tile to be broomed. Other surfaces wood floated to a true, level surface and then hand troweled to a smooth surface, free from imperfections. Finish surfaces shall not deviate more than one-eighth inch (1/8") from a ten-foot straight edge laid in any direction. Exposed concrete wearing surfaces troweled, additionally, to a hard polished finish. Unless otherwise directed, brooming, if selected, to be performed at right angles to slope. Follow slopes and lines as indicated.
- e. Curing:
  - (1) All newly placed concrete shall be kept moist until application of permanent curing.

- (2) Slabs poured in hot or dry weather shall have a fog spray applied to them commencing during the troweling and they shall be kept wet until the placement of permanent curing, which shall be done immediately after final troweling.
- (3) All concrete shall be permanently cured by one of the following methods:
  - (a) Sealer/Hardener/Curing compound spray-applied per manufacturer's recommendations.
  - (b) Pigmented curing compound spray-applied per manufacturer's recommendations.
  - (c) Clear curing compound spray-applied per manufacturer's recommendations.

**3.14 CLEAN UP**

- a. Upon completion of all other work in the building, all interior and exterior finished concrete surfaces shall be swept clean and all mortar, plaster, paint, oil and stains removed therefrom.
- b. The Contractor shall remove from the premises all surplus material, equipment and debris which are the result of his operations.

END OF SECTION  
10/06/2023

**REINFORCING STEEL**

DIVISIONS 00 AND 01 ARE A PART OF THIS SECTION

**PART 1 GENERAL****1.01 SCOPE OF WORK**

The work of this section shall include the furnishing of all labor, materials and equipment required to complete the reinforcing steelwork as indicated on the drawings and as specified herein. For specific requirements of the foundations of the shade structure, refer to drawings.

**1.02 WORK INCLUDED (But not limited to the following items)**

- a. Furnish, bend and install reinforcing steel for all concrete work.
- b. Accessories for all reinforcing work.
- c. Clean up work related to this Section.

**1.03 RELATED WORK**

- a. Placing concrete is specified in Section 03 10 00.

**1.04 TESTS AND INSPECTIONS**

- a. Refer to Section 01 45 00, "Quality Control", requirements.
- b. The Owner shall engage a testing laboratory to perform material evaluation tests.*
- c. No materials of this section shall be placed into the work until sampling, testing and certifications have been approved by the Architect or Structural Engineer.
- d. No work of this section shall be covered or concealed until inspected by the Engineer, his authorized representative or *the Owner's Inspector*.
- e. Where samples are taken from bundles as delivered from the mill, with the bundles identified as to heat number, and provided mill analyses accompany the report, then one tensile test and one bend test will be made from a specimen of each 10 tons or fraction thereof of each size of reinforcement steel.*
- f. Where positive identification of the heat number cannot be made, or where random samples are taken, then one series of tests will be made from each 2-1/2 tons or fraction thereof of each size of reinforcement steel.*

## PART 2 PRODUCTS

## 2.01 MATERIALS

- a. Reinforcing Bars:
  - (1) #3 and smaller - ASTM A615, Grade 40.
  - (2) Larger than #3 - ASTM A615, Grade 60, unless noted otherwise.
  - (3) Welded Rebar: ASTM A706, Grade 60.
  - (4) Reinforcement shall comply with C.B.C. Section 1910 A.2.
- b. Smooth Dowels: Shall conform to ASTM A-615, Grade 60. 1/2" diameter and smaller bars shall be Grade 40.
- c. All reinforcing shall be new, clean, free from oil, dirt, loose mill scale, excessive rust, mortar, or other coatings that would destroy or reduce the bond.

## PART 3 EXECUTION

## 3.01 CLEANING

Before use, reinforcement shall be cleaned so as to be free of mortar, oil, dirt, loose mill scale and loose rust or other coatings that would destroy or reduce the bond.

## 3.02 BENDING

- a. Minimum bend diameters shall conform to ACI 318.
- b. Bars shall be bent cold.
- c. Measure bend diameters on the inside of the bar.

## MINIMUM DIAMETER OF BENDS

<i>Bar size</i>	<i>Min. Diameter</i>
Nos. 3 through 8	6 bar diameter
Nos. 9 through 11	8 bar diameter
Nos. 14 & 18	24 bar diameter
Stirrups or ties	
Nos. 5 or smaller	4 bar diameter

## 3.03 PLACING

Reinforcing shall be accurately placed in accordance with the drawings and meeting CRSI and shall be securely tied in position with at least No. 16 gage annealed wire at all bar intersections. Metal chairs and bolsters (at 32" o.c. each way max.) shall be used to hold all steel above the form bottoms at the proper distance. Metal spacers shall be used to secure the proper spacing of the steel.

Precast concrete dobies (at 48" o.c. max.) shall be used to support reinforcing steel off the ground in footings and off the soffit of concrete exposed to weather. The clear distance between parallel bars shall not be less than 1-1/2 times the bar diameter, but in no case less than 1-1/2" nor less than 1-1/3 times the maximum size of coarse aggregate.

### 3.04 SPLICING

Splicing shall not be permitted without the approval of the Structural Engineer unless detailed on Structural Drawings. Splices shall be made with a lap of at least Class "C" unless noted otherwise. The bars shall be placed in contact and wired together in such a manner as to maintain a clearance of not less than the minimum clear distance to the other bars and to the surface of the concrete. In general, stagger splices at least 4'-0". Splice wire mesh with a lap of at least the dimension of one mesh + 2". Welded splices shall be in accordance with CBC Title 24, 1903 A.8.

### 3.05 TOLERANCES

Reinforcement shall be placed in specified positions meeting CRSI requirements, but not less than the following tolerances:

- a. Depth: + 1/4" for members 24" or less in depth.
- b. Depth:  $\pm 1/2$ " for members greater than 24" in depth.
- c. Length:  $\pm 1$ ".

### 3.06 WELDED REINFORCING

- a. All welding of rebar shall conform with American Welding Society specifications AWS D1.4, latest edition as modified by CBC 1903A.8.
- b. If mill test reports are not available, chemical analysis shall be made of bars, representative of the bars to be welded. Bars conforming to ASTM A-706 may be assumed to have a C.E. = 0.55. Bars with a C.E. above 0.75 shall not be welded. Welding shall not be done on or within 2 bar diameters of any bent portion of a bar, which has been bent cold. Welding of crossing bars shall not be permitted for assembly of reinforcement, unless authorized by the Structural Engineer and approved by the Division of the State Architect.

### 3.07 CLEAN UP

The contractor shall remove from the site all surplus material, equipment and debris which are the results of his operations.

END OF SECTION  
11/13/2024



**EARTHWORK**

DIVISIONS 00 AND 01 ARE A PART OF THIS SECTION

**PART 1      GENERAL****1.01    SCOPE OF WORK**

The work of this section shall include the furnishing of all labor, materials and equipment required to complete the clearing and grubbing, excavation, backfilling and compacted fill work as indicated on the drawings and as specified herein.

**1.02    WORK INCLUDED (But not limited to the following items)**

- a.     Clearing and removal from site of all vegetation, rubbish and material (concrete, glass, wood, etc.) from previous use of the property not indicated on the drawings to remain.
- b.     Preparing of area upon which fill is to be placed and placing of compacted fill.
- c.     Furnish imported fill material, if required.
- d.     Excavating for all footings, floor slabs, walks, walls, curbs, pits, etc.
- e.     Proper bracing and shoring of all excavation where necessary to prevent caving.
- f.     Backfilling foundations, placing and compacting fill for slabs and as required for area grading.
- g.     Subgrading and preparation of subgrade for asphaltic concrete surfacing.
- h.     Applying water to obtain compaction required in fills.
- i.     Final finish grading.
- j.     Top soil fill in areas indicated.
- k.     Cleaning of site of all material excavated and not used and disposing of away from site.

**1.03    RELATED WORK**

- a.     Excavating, trenching and backfilling for the plumbing, electrical or mechanical trades which is specified under the section to which it applies.

## 1.04 OWNER'S REPRESENTATIVE

- a. The earthwork operations will be under the direct inspection of the Geotechnical Engineer of Record for this Project, who shall be registered by the State as a Professional Engineer and who will be employed by the Owner. Refer to Section 01 45 00 Quality Control.
- b. The Geotechnical Engineer shall be the Owner's representative in control of all earthwork. The Geotechnical Engineer will approve or disapprove fill materials; will make appropriate tests and pass or reject compacted fill and will designate for removal any unsuitable materials, which may remain at the bottom of the excavated area after the limits of excavation indicated by the drawings have been reached.
- c. The contractor shall comply with the instructions of the Geotechnical Engineer as to the aspects of the work described above and shall cooperate with the Geotechnical Engineer in his performance of these duties.

## 1.05 PROTECTION

- a. Protection of Property: Care shall be taken to prevent damage to adjoining property and this contractor shall make good any damage resulting from this operation.
- b. Maintain protections and barricades as required. Cooperate with other trades requiring access.
- c. Survey work furnished by the owner, such as horizontal and vertical control survey monuments, bench marks, etc., shall be carefully maintained. Said work, if disturbed or destroyed, shall be replaced by the contractor's surveyor at the contractor's expense.
- d. Loads of material moving to or from the site shall be trimmed to prevent droppings along the street.

## 1.06 UNDERGROUND PIPES, CONDUITS AND UTILITIES

- a. Observe applicable regulations in work affecting underground utilities. Protect active utilities from damage and remove or relocate only as indicated or specified. Remove and plug or cap inactive or abandoned utilities encountered in excavating or grading. In absence of specific requirements, plug or cap at least 5 feet outside building walls.
- b. Excavating or trenching for new pipe, conduit or utility lines within five feet of building lines and under exterior walks, drives or pavement is subject to provisions of these specifications with respect to protection from moisture, backfilling and grading.

- c. Lines Containing Liquid: Check for leaks and certify to owner. Run such lines at least 5 feet outside building lines wherever possible.
- d. Notify utility companies and owner for all utilities to be cut off, modified or relocated. Maintain active utilities and protect same. No utilities shall be cut off without first obtaining permission from the Owner.

**1.07 DRAWINGS AND SPECIFICATIONS**

Cuts and Fills: The grades shown on the drawings do not necessarily indicate a balance of cut and fill. Any excess earth not needed for filling shall be removed from the site. Any earth required for filling shall be furnished by the contractor and shall meet the requirements under materials section for earth fill.

**1.08 INSPECTION OF SITE**

The contractor shall accept the site as he finds it at the time of submitting his bid for this work and no allowances will be made for any error or negligence resulting from his failure to inspect the site prior to submitting his bid proposal.

**1.09 LAWS AND ORDINANCES**

All excavating, bracing, barricading, backfilling, etc., shall be done in accordance with all applicable laws and/or ordinances.

**1.10 ASTM STANDARD SPECIFICATIONS**

Where reference is made to ASTM Standard Specifications, the latest issue of such specifications shall apply, except where other specific issue dates are identified in the Soils Report, T24, Part 2, or the applicable C.B.C. Standard.

**1.11 SURFACE WATER**

Surface water shall be controlled by grading as necessary to prevent erosion, damming or ponding in the bottom of structural excavations.

**1.12 ALLOWABLE TOLERANCES**

Maximum variation from indicated grades shall be 1/10 of one foot.

**PART 2 PRODUCTS****2.01 MATERIALS**

- a. Earth for filling and backfilling shall be acceptable to the Architect and Geotechnical Engineer and shall be free from all objectionable material and shall be a clean, granular material suitable for compaction. Must be tested and approved by the Soils Engineer.

- a. Top Soil: A fertile, friable, loamy soil, free from toxic amounts of acids and alkalis, capable of sustaining healthy plant life. To be approved by Architect.
- b. Imported soils shall consist of essentially granular, silty sands with low expansion potential and free of grasses, weeds, debris, rocks larger than 4" in maximum dimension and soluble sulfates in excess of 200 parts per million. Import fill shall contain sufficient silt and clay binders to render them stable in footing trenches and capable of maintaining specified elevation tolerances during paving operations.
- c. Imported soils to be used as engineered fill should also meet the following gradation and quality criteria:
 

(1) Maximum Percent Passing #200 Sieve	50
(2) Maximum Liquid Limit	40
(3) Maximum Plasticity Index	14
(4) Minimum R-Value	50
(a) Pavement Areas Only	
(5) Maximum Expansion Index	20
- d. Only soils passing DTSC standards shall be allowed.
- e. Pea Gravel- to be used for drainage course material (backfill) and decorative finishes shall be screened gravel that consists of clean, washed, small round stones which will be retained by a No.4 (4.75mm) sieve and will pass a 3/8"(9.5mm) sieve.

### PART 3 EXECUTION

#### 3.01 SITE CLEARING

Clear the building site of all vegetation and rubbish, including all brush, grass, weeds, trees, roots, concrete slabs and footings, A.C. paving, tin cans, glass, wood, brick and large rocks (1-1/2" or larger), etc. Strip the entire property and easements down to bare earth. All vegetation and rubbish cleared and stripped from the site shall be removed from the site and legally disposed of.

#### 3.02 PREPARATION OF AREA UPON WHICH FILL IS TO BE PLACED

- a. **Clearing and grubbing-** should consist of stripping grasses; removing existing structures, foundations, slabs, and miscellaneous concrete; removing buried utility lines; locating and removing or disposing of abandoned septic tanks and seepage pits (dry well) if any are encountered during site clearing and grubbing operations.
- b. **Stripping-** Prior to soil compaction, existing ground surfaces should be stripped of surface vegetation. A stripping depth of one inch should be adequate. In no instances should stripped material be used in engineered fill or blended with and compacted in original ground.

- c. **Slabs and Pavements-** Shall be completely removed. Asphaltic concrete fragments may be used in fill provided they are broken down to a maximum dimension of two inches and adequately disbursed within a friable soil matrix. Soil-AC mixtures should not be used above the elevation bottom of the lowest structure footing.
- d. **Foundations-** Existing at the time of grading should be completely removed.
- e. **Backfilling Cavities-** All voids or depressions created by clearing and grubbing operations should be backfilled with either on-site soils or acceptable imported fill materials. Materials used to backfill cavities should be placed and compacted in accordance with Paragraph 3.06.
- f. After the area to be filled is cleared, it shall be plowed or scarified to the depth of at least twelve (12) inches, and until the surface is free of ruts or uneven features which will tend to prevent uniform compaction. It shall then be compacted to a depth of at least twelve (12) inches in accordance with specifications for compacting fill material in Paragraph 3.03.

### 3.03 PLACING, SPREADING AND COMPACTING FILL MATERIAL

- a. The fill material shall be placed in layers which, when compacted, shall not exceed six inches (6"). Each layer shall be spread evenly and shall be thoroughly mixed during the spreading to insure uniformity of material in each layer. When the moisture content of the fill material is below that specified by the Engineer, water shall be added until the moisture content is as specified. When the moisture content of the fill material is above that specified by the Engineer, the fill material shall be aerated by blading or other satisfactory methods until the moisture content is as specified.
- b. After each layer has been placed, mixed and spread evenly, it shall be thoroughly compacted to not less than ninety percent (90%) of maximum dry density in accordance with ASTM D 1557, Method A, shall be by self-propelled multiple-wheel pneumatic tired rollers or other approved types of rollers. Rollers shall be of such design that they will be able to compact the fill to the specified density. Rolling shall be accomplished while the fill material is at the specified moisture content. Rolling of each layer shall be continuous over its entire area and the roller shall make sufficient trips to insure that the desired density has been obtained.
- c. Field density tests shall be taken as directed by the Engineer and when these tests indicate that the density of any layer of fill or portion thereof is below the required ninety percent (90%) density, that particular layer or portion shall be reworked until the required density has been obtained.
- d. The fill shall be brought to within 0.1' plus or minus of the finished grades and the surface shall be bladed to a smooth and uniform surface.

- e. **Placing on Slope:** Where the slope of the sub-grade surface on which fill is to be placed is 10:1 or steeper, bench the sub-grade in flat benches or at least ten feet (10'-0") in width prior to filling thereon. Prepare and compact each bench in accordance with the specifications for site preparations. Benching, preparation and compaction of the benched sub-grade may be done simultaneously with the filling operation; and the material excavated in benching may be mixed and compacted with new fill unless deemed unsuitable by the Soils Engineer. All fill materials shall be subject to the approval of the Engineer as excavated and placed.

### 3.04 EXCAVATIONS

- a. The bottom of all excavations shall be smooth, level and firm and at the depth called for on the drawings. Any excavation made deeper than indicated on the drawings shall not be backfilled but filled with concrete by the concrete contractor. Concrete mix shall be of the same mix as specified for footings.
- b. All excavations shall be kept free of standing water by pumping, draining or any means necessary to this end.
- c. Sides of footings may be formed by neat excavations if banks will stand without caving. If caving results, footing excavations shall be made to a line not less than 18" beyond each face of the footing to permit installation and removal of forms. Faces of footings abutting a property line shall be formed in all cases.
- d. The contractor shall bear all costs for additional work on account of overexcavation.

### 3.05 BACKFILLING

- a. After forms are stripped and concrete surfaces approved, the space between the earth banks and the concrete shall be filled with clean earth. The backfill material shall be placed in layers, which, when compacted, shall not exceed six (6) inches in depth. It shall be moistened with water to bring it to the optimum moisture content and thoroughly compacted by means of mechanical compactors to indicated grades and to a density equal to that of the soil at the bottom of the footings, but not less than 90% of the maximum dry density in accordance with ASTM D 1557, Method A.
- b. The backfill may be compacted by means of flooding (ponding) and jetting if the backfill and foundation material is granular (sandy) and free draining after compaction. This method shall be used only if approved ahead of time by the Structural Engineer. This method shall *not* be used under areas that will receive concrete slabs or A.C. paving. The backfill shall be placed in layers not over three (3) feet deep. Flooding shall not be used to compact the top foot below finish grade - use two 6" moistened layers as called for above. It may be necessary to use vibratory or other compaction equipment along with the flooding to obtain the required 90% compaction.

### 3.06 TOP SOIL

Place 12" of specified material in planters and planted areas; 6" of same in lawn or turf areas.

### 3.07 GRADING

After fill and backfill work has been completed, the areas outside of the building shall be finish graded to the indicated grades. Finish grades of lawn areas in general: 1" below walk grades; planted areas: 2" below walk grades; in planters: 6" below tops of planter walls. The areas inside of the building to receive slabs or other construction work shall be fine finish graded to the required grades. All grading shall be left even and free of all debris, shall be to the grades indicated on the drawings and shall be raked clean just prior to the owner's acceptance of the completed building.

### 3.08 DISPOSAL AND CLEANUP

- a. Rubbish, Debris, Rocks, Trees, etc.: Hauled away from site promptly and legally disposed of.
- b. Topsoil Strippings: Legally dispose of off site.
- c. Excess earth resulting from cutting and excavation to be legally disposed of off the site or hauled to an area as designated and stockpiled.
- d. Dust and Noise Abatement: During entire period of construction and during loading, keep area and material being loaded sprinkled to reduce dust in air and annoyance to premises and neighborhood. Exercise all reasonable means to abate undue noise.
- e. Clean up site, remove all debris and leave premises in clean and orderly condition.

### 3.09 CERTIFICATION OF GRADES

- a. The contractor and the soils engineer shall, at the conclusion of the grading work, certify to the Architect that the grading has been performed in accordance with the specifications and is satisfactory for its intended use.
- b. Building Pad Certifications - The Contractor shall arrange for and hire a licensed Land Surveyor or Civil Engineer with authority to practice Land Surveying registered in the State of California to verify the depth and extents of all building over excavations. In addition, the Surveyor or Civil Engineer shall record final elevations of building pads and pavement subgrade. These elevations shall be signed and sealed by the Surveyor or Civil Engineer, labeled "As Graded Elevations", and transmitted to the Architect before work commences on the building foundations.

**3.10 Excess Water Control**

- a. Do not place, spread, or roll any fill material during unfavorable weather conditions. Do not resume operations until moisture content and fill density are satisfactory to the Engineer.
- b. Provide berms or channels to prevent flooding of subgrade.
- c. Where soils have been softened or eroded by flooding or placement during unfavorable weather, remove all damaged areas and re-compact as specified for Filling below.
- d. Provide and maintain, at all times during construction, ample means and devices with which to promptly remove and dispose of all water from every source entering the excavations or other parts of the work. Dewater by means which will ensure dry excavations and the preservation of the final lines and grades of bottoms of excavations.
- e. Where subgrade or layer of soil material must be moisture conditioned before compaction, uniformly apply water to surface of subgrade, or layer of soil material. Apply water in manner to prevent free water appearing on surface during or subsequent to compaction operations.
- f. Remove and replace, or scarify and air dry, soil material that is too wet to permit compaction to specified density.
- g. Soil material that has been removed because it is too wet to permit compaction may be stockpiled or spread and allowed to dry. Assist drying by disking, harrowing or pulverizing until moisture content is reduced to a satisfactory value.

END OF SECTION  
10/06/2023



**VEGETATION CONTROL**

DIVISIONS 00 AND 01 ARE A PART OF THIS SECTION

**PART 1 GENERAL**

1.01 SCOPE OF WORK

The work of this Section shall include the furnishing of all labor, materials and equipment required to complete the sterilization to prevent seed germination and plant growth, under paving, sidewalks and other areas indicated on the drawings.

1.02 PROTECTION

Take necessary precautions to protect adjoining property and areas designated for planting on building site.

1.03 Certification

No products shall be sprayed or spread unless the applicator has been licensed and certified by the State of California to disperse product specified in this section or approved by the State of California for the intended use.

**PART 2 PRODUCTS**

2.01 Materials:

- a. Contractor shall submit State of California approved product for weed eradication

**PART 3 EXECUTION**

- 3.01 Apply in accordance with the manufacturer's recommendation, state and federal guidelines.

END OF SECTION  
05/15/2008

**CONCRETE PAVING**

DIVISIONS 00 AND 01 ARE A PART OF THIS SECTION

**PART 1        GENERAL**

**1.01 WORK INCLUDED**

- a.     Site concrete paving, including sidewalks, fire lane.
- b.     Curbs, gutters.

**1.02 RELATED SECTIONS**

- a.     Site grading
- b.     Reinforcing steel

**1.03 QUALITY ASSURANCE**

- a.     Comply with the latest publications for materials and operations of the following:
  - 1.     The American Society for Testing and Materials (ASTM).
  - 2.     American National Standards Institute (ANSI).
  - 3.     The American Concrete Institute (ACI).
  - 4.     The American Welding Society (AWS).
  - 5.     Portland Cement Associations (PCA).
  - 6.     State Building Codes.
  - 7.     State of California, Department of Transportation (CALTRANS) Standard Specifications, latest edition.
- b.     Certify in writing that Contractor has not less than five years experience in the field of providing specified finishes.
- c.     Perform work specified herein under the personal and constant supervision of a competent construction superintendent experienced in this class of work.
- d.     Provide slump tests for checking consistency of concrete mixture shall be made in accordance with ASTM C-143.
- e.     Pay for any and all re-inspection, re-testing, re-design required due to the failure of concrete to meet requirements.
- f.     For additional reference information, consult Portland Cement Association booklet; Cement Mason's Guide to Building Concrete Walks, Drives, Patios, and Steps.
- g.     All concrete work: True to lines and grade as indicated on the drawings. Be responsible for proper drainage, without birdbaths, on all concrete paving surfaces. Bring discrepancies or omissions on drawings, or conditions on the site,

which prevents proper drainage to the attention of the Architect in writing for corrections before work proceeds.

- h. All Construction: Conform to current applicable codes and ordinances.
- i. Coordinate placement of embedded items to avoid block-outs and cutting in finished work.

#### 1.04 SUBMITTALS

- a. Submit manufacturer's certification that materials meet specification requirements.
- b. Submit concrete mix design.

#### 1.05 PACKAGING, DELIVERY, STORAGE AND HANDLING

- a. Deliver packaged materials in manufacturer's original, unopened containers bearing manufacturer's name and brand.
- b. Protect materials delivered against inclusion of foreign matter.
- c. Store materials in dry location and protect against water.

#### 1.06 JOB CONDITIONS

- a. Inspection:
  - 1. Examine areas for conditions under which work is to be performed. Report in writing to Architect all conditions contrary to those shown on the drawing or specified herein and all other conditions that will affect satisfactory execution of work such as improperly constructed substrates or adjoining work. Do not proceed with work until unsatisfactory conditions have been corrected.
  - 2. Start of work constitutes acceptance of the conditions under which work is to be performed. After such acceptance, be responsible for correcting all unsatisfactory and defective work resulting from such unsatisfactory condition at own expense.
- b. Do not start work until temperature is at least 50 degrees F and rising, or if rain is predicted within eight hours.
- c. Owner will select a qualified testing laboratory to take samples for testing during the course of the work as considered necessary. Cost of such test will be paid for by Owner. Cooperate in making tests and be responsible for notifying the designated laboratory in sufficient time to allow taking of sample at time of placement.
- d. If test shows that concrete is below specified strength, remove all such concrete, as directed by Architect. Pay for removal of low strength concrete and its replacement with concrete of proper specified strength and testing.

**PART 2 PRODUCTS****2.01 MATERIALS**

- a. Cement: Shall conform to ASTM C-150, Type II, low alkali.
- b. Concrete: Shall be 2500 psi, Class B, 5.25 sack mix unless otherwise indicated; conforming to Section 90 of the State Standard Specifications.
- c. Aggregate: Shall be 1 inch maximum, conforming to ASTM C-33.
- d. Water/cement ratio: Shall not exceed 0.50.
- e. Reinforcing: Shall conform to ASTM A-615, Grade 40, deformed bars, or smooth dowels. Smooth Dowels shall be use at expansion joints.
- f. Curing Compound: Shall conform to AASHTO Des. M148, Type 2, Class A, white pigmented, except the loss of water in the water retention test should not exceed 0.04 grams per square centimeter of surface.
- g. Preformed Joint Filler: Shall conform to ASTM D-1751 or ASTM D-994, 1/2 inch thick unless otherwise indicated.
- h. Water: Shall be clean and free from deleterious acids, alkali, oil, and organic matter, and shall be potable.
- i. Slump: Maximum slump shall be 4", conforming to ASTM C-143.
- j. Form Release: Shall be a 100% chemically reactive release agent conforming to Corps of Engineers CEGS-03300, Section 10.8. Form oil, diesel oil or kerosene not allowed.

**PART 3 EXECUTION****3.01 SUBGRADE PREPARATION**

- a. Subgrade for the curb, gutter, fire-lane, valley-gutters, concrete paving, and sidewalks: Grade to plus or minus 0.1 feet. Compact all subgrade on which concrete is to be placed to a depth of 6 inches to a relative compaction of 90 percent prior to placing of any concrete.
- b. Protect the subgrade from damage after the preparation has been completed. This contractor shall be responsible for all additional fine grading as required.
- c. Test the completed subgrade for grade and cross section by means of a template supported on side forms. Wet the subgrade and forms thoroughly, immediately in advance of placing concrete.

**3.02 FORMS**

- a. Forms: Shall be smooth on the side placed next to the concrete, with a true smooth upper edge, and rigid enough to withstand the pressure of fresh concrete without distortion.

- b. All forms shall be thoroughly cleaned and coated with form release to prevent the concrete from adhering to them. Depth of face forms for concrete curbs, equal to the full face height of the curb.
- c. Carefully set forms to alignment and grade; conform to the required dimensions. Hold forms rigidly in place by stakes. Brace at 12" o.c. at plywood (5/8" min.) forms and 24" o.c. at 2x forms. Use clamps spreaders and braces where required to insure rigidity in the forms.
- d. Do not remove the form on the front of curbs in less than one hour nor more than six hours after the concrete has been placed. In no event shall forms be removed while the concrete is sufficiently plastic to slump. Do not remove side forms for gutters and sidewalks in less than 12 hours after the finishing has been completed.

### 3.03 CONCRETE FINISHES

Broom Finish: Texture with medium broom finish to produce a uniform, non-skid (broom) finish on all surfaces with less than a 6% slope. Texture shall be a heavy broom finish on all surfaces with greater than 6% slope.

### 3.04 CONCRETE CURING

- a. Spray the entire surface of the concrete uniformly with a white pigmented curing compound. Should the film of compound be damaged from any cause before the expiration of 72 hours, repair the damaged portions immediately with additional compound.
- b. Surface so newly placed concrete to be cured by the pigmented curing compound shall be kept moist or wet until the curing compound is applied and the curing compound shall not be applied until all patching or surfacing finishing has been completed.
- c. The curing compound shall be delivered to the work in ready-mixed form. At the time of use, the compound shall be in a thoroughly mixed condition with the pigment uniformly dispersed throughout the vehicle. The compound shall not be diluted or altered in any manner.
- d. Curing compound that has become chilled to such an extent that it is too viscous for satisfactory application shall be warmed to a temperature not exceeding 100 degrees F.
- e. Apply the curing compound to the exposed surface at a uniform rate of one gallon per 150 square feet of area.

### 3.05 CLEAN UP

- a. Upon completion of other work in buildings, all concrete paving surfaces shall be swept clean and all mortar and stains removed therefrom.
- b. The Contractor shall remove from the premises all surplus material, equipment, and debris as a result of work in this Section.

END OF SECTION  
10/06/2023