



**City of Kansas City, Missouri
Water Services Department
Kelly Postlewait, Interim Director**

Project Manual

PROJECT/CONTRACT NO. 82000367/464

**WORNALL ROAD BRIDGE OVER INDIAN
CREEK**

BIDDER/ADDRESS

Company: She Digs It, LLC
Contact: Mike Akins
Address: 600 SE Central Dr., Blue Springs, MO 64014

Phone

816-295-1100

Fax

Email

mike@shedigsit.com

Project Manager: Courtney Hawkins

Telephone: 816-513-0391

Email: Courtney.Hawkins@kcmo.org



CERTIFICATION PAGE

Project/Contract Number: **82000367/464**

Project Title: **Wornall Road Bridge Over Indian Creek**

I am responsible for the following specifications and drawings:

Drawings: **N/A**



Specifications: **DIVISION 1 - GENERAL REQUIREMENTS
DIVISION 2 - SITEWORK
DIVISION 3 - CONCRETE**

(SEAL)

I am responsible for the following specifications and drawings:

Drawings:

Specifications:

(SEAL)

I am responsible for the following specifications and drawings:

Drawings:

Specifications:

(SEAL)

I certify under penalty of law that the document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gathered and evaluated the information submitted, and that the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.



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Project Title: **Wornall Road Bridge Over Indian Creek**

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CITY OF FOUNTAINS
HEART OF THE NATION



KANSAS CITY
MISSOURI

BID FORM/CONTRACT

Project/Contract Number: 82000367/464

Project Title: Wornall Road Bridge over Indian Creek

1. Bidder, having examined the Bidding Documents, related documents and the Site of the Work, and being familiar with all the conditions affecting the construction of the proposed Work, including Laws and Regulations and the availability of materials and supplies, agrees, if this Bid is selected by CITY, this Bid Form/Contract will become the Contract between Bidder and CITY for Bidder to furnish all labor and materials, equipment and services necessary for the proper completion of the Work in accordance with the Contract Documents, including general construction work at the price(s) stated below, which stated sums include fees and all other charges applicable to materials, appliances, labor and all things subject to and upon which other charges may be levied.
2. Bidder agrees the Contract Documents will comprise the entire agreement between CITY and Bidder. The Contract Documents are identified in the General Conditions and are incorporated into and made part hereof this Bid Form/Contract by reference.
3. Bidder agrees that if this Bid Form/Contract is executed by CITY, Bidder's offer is accepted and this Bid Form/Contract that incorporates all other Contract Documents shall constitute the Contract between the parties. Bidder authorizes the CITY to fill in the Contract Price on this Bid Form/Contract in accordance with Bidder's Bid. Bidder agrees that this Bid Form/Contract may be executed in one or more counterparts, each of which will be deemed an original copy of this Bid Form/Contract and all of which, when taken together, will be deemed to constitute one and the same Bid Form/Contract. This Bid Form/Contract shall be effective upon the execution of counterparts by both parties, notwithstanding that both parties may not sign the same counterpart. The parties' signatures transmitted by facsimile or by other electronic means shall be proof of the execution of this Bid Form/Contract and shall be acceptable in a court of law. A copy of this Bid Form/Contract shall constitute an original and shall be acceptable in a court of law.
4. The Bid Price(s) shall be shown in numeric figures only.
TOTAL BASE BID IN NUMERIC FIGURES **\$497,000.00**
5. The undersigned Bidder has given CITY'S Project Manager written notice of all conflicts, errors or discrepancies that it has discovered in the Contract Documents and the written resolution thereof by the Project Manager or by the DESIGN PROFESSIONAL is acceptable to Bidder.
6. The undersigned Bidder agrees that this Bid shall remain subject to selection by CITY, and may not be withdrawn for ninety (90) days after the day Bids are opened.
7. The undersigned Bidder certifies that this Bid contains no modifications, deviations, riders or qualifications.
 - a. The Contract Price will be subject to adjustment according to final measured, used, or delivered quantities, and the adjustment unit prices in the Bid will apply to such final quantities
8. The undersigned Bidder acknowledges receipt of the following addenda listed by number and date appearing on each addendum:

Bidder: _____

Addendum Number

Dated

Addendum Number

Dated

(_____) (_____) (_____) (_____)

9.

Should Bidder fail to meet or exceed the minimum employment goals or otherwise establish that Bidder is entitled to a waiver under circumstances in which Bidder has previously failed to meet or exceed the goals on one or more occasions with the twenty-four month period immediately preceding the completion of the Work under this Bid Form/Contract, Bidder may be suspended from participating, either as a contractor or subcontractor, on any future contract with the City for a period ranging from thirty days to six months as further specified in the Contract Documents. This program is distinguished from the M/WBE Program in that it is not based on company ownership but rather is based on workforce hours instead of a budgetary allocation of work.

10. By submitting its bid, Bidder warrants that if its bid should exceed \$300,000.00 and Bidder employs fifty (50) or more people, Bidder has an affirmative action program in place and will maintain the affirmative action program in place for the duration of its contract with the City. Bidder further warrants that it will comply with the affirmative action requirements contained in the General Conditions as incorporated by reference into this Bid Form/Contract.

Bidder: SHEAIGS IT LLC

Business Entity Type:

- ☐ Missouri Corporation
☐ Foreign Corporation
☐ Fictitious Name Registration
☐ Sole Proprietor
☒ Limited Liability Company
☐ Partnership
☐ Joint Venture
☐ Other: (Specify) _____

BIDDER

Legal name & address of Bidder, person
firm, partnership, corporation, or
association submitting Bid:

SHEAIGS IT LLC
 Phone No: 816-295-1100
 Cell No: 816-969-9443
 Facsimile No: 816-295-1627
 Bidder's E-Mail: MIKE@SHEAIGS
IT.COM
 Federal ID. No. 45-5420088

I hereby certify that I have authority to execute this document on
behalf of Bidder, person, firm, partnership, corporation or association
submitting Bid.

By: _____

(Signature)

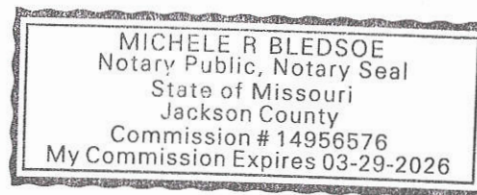
CHARLY GURSTNER
(Print Name)

Title: OPERATING MANAGERDate: 12/20/23

(Attach corporate seal if applicable)

NOTARY

Subscribed and sworn to before me this 20th day of Dec, 2023

My Commission Expires: 3/29/26

Bidder: _____

ACCEPTANCE OF BID

CITY, by executing this Bid Form/Contract, hereby accepts Bidder's Bid and this Bid Form/Contract that incorporates all other Contract Documents shall constitute the Contract between the Parties.

CITY shall pay CONTRACTOR for completion of the Work in accordance with the Contract Documents a maximum amount of **Four Hundred Ninety Seven Thousand and No/100 Dollars, (\$497,000.00)**.

By executing this Bid Form/Contract, CITY accepts Bidder's offer for the Contract Price stated above and this Bid Form/Contract that incorporates all other Contract Documents shall constitute the Contract between the parties

City of Kansas City, Missouri (OWNER or City)

Approved as to form:

Assistant City Attorney

I hereby certify that there is a balance, otherwise unencumbered, to the credit of the appropriation to which the foregoing expenditure is to be charged, and a cash balance, otherwise unencumbered, in the treasury, to the credit of the fund from which payment is to be made, each sufficient to meet the obligation hereby incurred.

Director of Finance

(Date)



REQUEST FOR MODIFICATION OR SUBSTITUTION

(This Form **must** be submitted to CREO KC to request substitutions for an MBE/WBE listed in the Contractor Utilization Plan or for modification of the amount of MBE/WBE participation listed in the Contractor Utilization Plan. This Form shall be an amendment to the Contractor Utilization Plan.)

BIDDER/PROPOSER/CONTRACTOR: _____

ADDRESS: _____

PROJECT NUMBER OR TITLE: _____

AMENDMENT/CHANGE ORDER NO: (if applicable) _____

Project Goals:	_____ % MBE	_____ % WBE
Contractor Utilization Plan:	_____ % MBE	_____ % WBE

1. I am the duly authorized representative of the above Bidder/Contractor/Proposer and am authorized to request this substitution or modification on behalf of the Bidder/Contractor/Proposer.

2. I hereby request that the Director of CREO KC recommend or approve: (check appropriate space(s))

a. _____ A substitution of the certified MBE/WBE firm _____,
(Name of new firm)
to perform _____,
(Scope of work to be performed by new firm)

for the MBE/WBE firm _____ which is currently
(Name of old firm)
listed on the Bidder's/Contractor's/Proposer's Contractor Utilization Plan to
perform the following scope of work: _____.
(Scope of work of old firm)

b. _____ A modification of the amount of MBE/WBE participation currently listed on the Bidder's/Contractor's/Proposer's Contractor Utilization Plan from

_____ % MBE _____ % WBE (Fill in % of MBE/WBE Participation currently listed on Contractor Utilization Plan)

TO

_____ % MBE _____ % WBE (Fill in New % of MBE/WBE Participation requested for Contractor Utilization Plan)

- c. Attach 00450.01 Letter of Intent to Subcontract letter for each new MBE/WBE to be added.
- d. Attach a copy of the most recent 00485.01 or on-line M/WBE Monthly Utilization Report

3. Bidder/Contractor/Proposer states that a substitution or modification is necessary because: (check applicable reason(s))



___The MBE/WBE listed on the Contractor Utilization Plan is non-responsive or cannot perform.

___The MBE/WBE listed on the Contractor Utilization Plan has increased its previously quoted price without a corresponding change in the scope of work.

___The MBE/WBE listed on the Contractor Utilization Plan has committed a material default or breach of its contract.

___Requirements of the scope of work of the contract have changed and make subcontracting not feasible or not feasible at the levels required by the goals established for the contract.

___The MBE/WBE listed on the Contractor Utilization Plan is unacceptable to the City contracting department.

___Bidder/Contractor/Proposer has not attempted intentionally to evade the requirements of the Act and it is in the best interests of the City to allow a modification or substitution.

4. The following is a narrative summary of the Bidder's/Contractor's/Proposer's good faith efforts exhausted in attempts to substitute the MBE/WBE firm named above which is currently listed on the Contractor Utilization Plan with other qualified, certified MBE/WBE firms for the listed scope of work or any other scope of work in the project:

5. Bidder/Proposer/Contractor will present documentation when requested by the City to evidence its good faith efforts.

Dated:_____

(Bidder/Proposer/Contractor)

By: _____
(Authorized Representative)



CREO KC MONTHLY REPORTING INSTRUCTIONS

M/WBE Monthly Utilization Report Instructions

1. MBE/WBE Reporting applies to Contracts that have approved MBE/WBE goals assigned.
2. The City will utilize a web-based MBE/WBE Reporting System in the administration of this Contract. This web-based application database is a collaboration tool selected and provided by the City, which will allow Contractors and Consultants/Subcontractors and Subconsultants to enter data and report on compliance.

Prevailing Wage Certified Payroll Report Instructions

1. Prevailing Wage Certified Payroll Report applies to Contracts that include Prevailing Wage or Davis Bacon Provisions.
2. This web-based application database is provided by the City for reporting certified payrolls and other related prevailing wage data.
3. Computer Requirements: Minimum Intel Pentium® 4 Processor 2.4 GHz or equivalent processor with 512MB of RAM; recommended Centrino Duo® Processors 1.6 GHz or equivalent with 2GB of RAM, or higher.
 - a. Computer Operation System: Windows XP, Windows Vista, or Windows 7
 - b. Web Browser: Google Chrome
 - c. Connection Speed/Minimum Bandwidth: DSL, ADSL or T1 Line for transferring a minimum of 3 Mbps Downstream and 512 Kbps Upstream
4. City will assist Contractor in providing training of personnel and Subcontractor's personnel.
5. Contractor and Subcontractors shall have the responsibility for visiting the web site and entering data in on timely basis, and as necessary to be in compliance with Prevailing Wage Requirements included in their contracts.

Workforce Monthly Report Instructions

1. Workforce Monthly Reporting only applies to Construction Contracts greater than \$300,000 and greater than 800 projected labor hours.
2. The City will utilize a web-based Reporting System in the administration of this Contract. This web-based application database is a collaboration tool selected and provided by the City, which will allow Contractors and Subcontractors to enter data and report on Workforce compliance.



CITY OF KANSAS CITY, MISSOURI
Human Relations Department
M/WBE MONTHLY UTILIZATION REPORT

Report Date:		Project Name:		City Project Number:				
Project Address:				Contract Award Date:			City Vendor ID:	
General Contractor (GC):				City Contract Number:			City Department Name	
Contact Person/Phone:				General Contract Amount: \$		Total Amount Paid By City To Date: \$		
General Contractor Address:				Contract Goals: _____% DBE _____% MBE _____% WBE				
Email Address:				Total Contract Days:			Completion Date:	
MBE/DBE Subcontractor	Date of Certification	Date of Subcontract	Subcontract Amount	% of Total Contract	Estimated Start date	Amount Paid This Period	Amount Paid To Date	% of Contract Paid to Date
WBE/DBE Subcontractor								
Totals								

Contractor should submit report by the 15th of each month.

Phillip Yelder, Director
Human Relations Department
414 E. 12th Street, 4th Floor
Kansas City, MO 64106
Phone: 816-513-1836
FAX: 816-513-1805

Narrative:

Report Submitted By: _____ **Date** _____

REMINDER: CONTRACTOR is responsible for meeting or exceeding the the D/M/WBE participation amounts in its Contractor Utilization Plan (CUP) as amended by any previously approved Request for Modification/Substitution. Any Change Orders or amendments modifying the amount CONTRACTOR is to be compensated will have correspondingly impacted the amount of compensation due D/M/WBEs for purposes of meeting or exceeding the Bidder/Proposer participation. CONTRACTOR is again advised to consider the effect of any Change Order or amendment, and to submit a Request for Modification/Substitution if appropriate.

M/WBE Monthly Compliance Audit Online Reporting Instructions

PRIME INSTRUCTIONS:

The Prime's responsibility is to report payments made to subcontractors for the prior month.

1. Log into B2GNow Diversity Management System (B2GNow)
2. On the Dashboard, click Contract Audits.
3. Select the specific audit that needs to be completed. Any and all money that changed hands during the month of the audit must be reported to the specific audit month.
4. To complete audit select Report 1 Subcontractor Payment. Under the actions column, select Submit Response for the specific subcontractor that needs reporting or select the Submit ALL Incomplete Records button to go to all the subcontractors to report amounts. Under the audit information answer the following questions:

Once information has been entered, select review and save. Complete same steps for all subcontractors. If there were subcontractors that did not receive a payment for the specific audit month, click the Mark Remaining Subcontractors as Zero button to mark remaining subcontractors as 0.

SUBCONTRACTOR INSTRUCTIONS:

The responsibility of the Subcontractor is to confirm payment received for specific audit month.

1. Log in to B2GNow Diversity Management System (B2GNow)
2. On the Dashboard, select Contract Audits.
3. Select the specific audit that needs to be completed.
4. To complete audit, select Confirm Payment Received. There will be two options: correct or incorrect. Select correct if payment was in fact received OR if payment was not received or amount was different select incorrect. Answer all questions and select save to complete.

NOTE: Complete one M/WBE report per project.

An email notice will be sent from our organization monthly to notify Prime & Subcontractor users of incomplete audits.

Project-Specific Workforce Monthly Report

Human Relations Department - City of Kansas City Missouri

Report Date:		Reporting Period:		Project Description:	
Project Name:		Contractor:		Contract Awarded Date:	
City Project Number:		Contractor Address:		City Contract Number:	
Project Address:				City Vendor ID:	
		Contact Person/Phone:		Contractor Report ☐	Subcontractor Report ☐
E-mail Address:				Final Cumulative Report:	☐ Yes ☐ No

Report the total monthly hours of work performed by all workers on the City Construction Contract. Enter the total hours on all lines and in all columns. Reported workforce hours should be based on payroll records.

JOB CATEGORIES	OVERALL TOTAL (Sum of all Columns, A thru F Male & Female)	A Total Hours White Employees		B Total Hours Black Employees		C Total Hours Hispanic Employees		D Total Hours Asian/Pacific Islander		E Total Hours Native American Employee		F Total Hours Other/Unknown Race Employee		G KCMO Resident Hours
		M	F	M	F	M	F	M	F	M	F	M	F	Total #
Foreman/Supervisor														
Asbestos Worker														
Journeyman														
Asbestos Worker														
Apprentice														
Boilermaker Journeyman														
Boilermaker Apprentice														
Bricklayer Journeyman														
Bricklayer Apprentice														
Carpenter Journeyman														
Carpenter Apprentice														
Cement Mason														
Journeyman														
Cement Mason Apprentice														
Electrician Journeyman														
Electrician Apprentice														
Elevator Constructor														
Journeyman														
Elevator Constructor														
Apprentice														
Glazier Journeyman														
Glazier Apprentice														
Iron Worker Journeyman														
Iron Worker Apprentice														
Laborer Journeyman														
Laborer Apprentice														
Operating Engineer														
Journeyman														
Operating Engineer														
Apprentice														
Painter Journeyman														
Painter Apprentice														
Pipe Fitter/Plumber														
Journeyman														
Pipe Fitter/Plumber														
Apprentice														
Plasterer Journeyman														
Plasterer Apprentice														
Roofer Journeyman														
Roofer Apprentice														
Sheet Metal Journeyman														
Sheet Metal Apprentice														
Sprinkler Fitter														
Sprinkler Fitter Apprentice														
Truck Driver Journeyman														
Truck Driver Apprentice														
Welder Journeyman														
Welder Apprentice														
Other														
Monthly Total Hours														-
Total % of Monthly Hrs.														

Contractor shall submit report by the 15th of each month.														
Phillip Yelder, Director Human Relations Department														
414 E. 12th Street, 4th Floor Kansas City, MO 64106														
Phone: 816-513-1836 Email HRDcontractcompliance@kcmo.org														
Report Submitted By:														
Date:														

Workforce Monthly Report Forms only apply to Construction Contracts greater than \$300,000.00 with greater than 800 projected labor hours.

Workforce Monthly Report Instructions

(Instructions for online reporting)

Completing a Workforce Audit:

To report your workforce hours:

1. Log into B2GNow Diversity Management System (B2GNow)
2. Click on the red underlined number of 'Incomplete audits' under Workforce Audits
3. Click View for the incomplete audit that needs to be completed.
4. Click Fill in Audit
5. Complete the form including the Payroll Number. Select Add to Audit to report hours worked for specific Craft/Trade.

* required entry

Summary Information	
CONTRACTOR	KCMO Test Vendor Sample
PAYROLL START DATE	11/1/2021
PAYROLL END DATE	11/30/2021
PAYROLL NUMBER	
SPECIAL STATUS	☐ No Work (all fields will be filled with zeros) ☐ Suspended ☐ Final

Enter values below as hours worked. There is no need to fill in zeros; all blank fields will be saved as zero.

Craft/Trade List														
Craft/Trade	Caucasian		Black/African American		Hispanic/Latino		Asian		Native American		Other/Unknown Ethnicity		Local Resident	Comments
	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female		
Foreman/Supervisor														Not included in audit Add to Audit
Asbestos Worker (Journeyman)														Not included in audit Add to Audit

6. Scroll down and select review once hours have been reported.
7. Save and Certify to submit OR Save but Certify Later (to save a draft of your audit response). Audit must be certified for the workforce audit to be submitted for review. If there is an audit where no work was performed, and have 0 hours to report, select the Mark as No Work Audit button on step 4 to report 0 hours for all your employees. Select Certify & Release to Organization to complete. Mark Final for Special Status if the audit being completed is the last month of work, this will notify the system to stop generating monthly audits.

NOTE: If subcontractor has completed Workforce Audit, Prime MUST either accept audit and release to the organization or reject audit back to Subcontractor for correction.

An email notice will be sent from our organization monthly to notify Prime & Subcontractor users of incomplete audits.



Company-Wide Workforce Monthly Report														
Human Relations Department - City of Kansas City, Missouri														
Report Date:				Reporting Period:				Contract Awarded Date:						
Contractor:								City Vendor ID:						
Contact Person/Phone:				Contractor Address:				Contractor Report ☐		Subcontractor Report ☐				
E-mail Address:				Have you hired any new construction workers this month?		☐ Yes ☐ No		#:		Final Cumulative Report: ☐ Yes ☐ No				
Report total of all hours of work performed company-wide on all projects in the KCMO Metropolitan Statistical Area (MSA). Enter the total hours on all lines and in all columns. Workforce hours should be based on payroll records.														
JOB CATEGORIES	OVERALL TOTAL (Sum of all Columns, A thru F Male & Female)	A Total Hours White Employees		B Total Hours Black Employees		C Total Hours Hispanic Employees		D Total Hours Asian/Pacific Islander		E Total Hours Native American Employee		F Total Hours Other/Unknown Race Employee		G KCMO Resident Hours
		M	F	M	F	M	F	M	F	M	F	M	F	Total #
Foreman/Supervisor														
Asbestos Worker Journeyman														
Asbestos Worker Apprentice														
Boilermaker Journeyman														
Boilermaker Apprentice														
Bricklayer Journeyman														
Bricklayer Apprentice														
Carpenter Journeyman														
Carpenter Apprentice														
Cement Mason Journeyman														
Cement Mason Apprentice														
Electrician Journeyman														
Electrician Apprentice														
Elevator Constructor Journeyman														
Elevator Constructor Apprentice														
Glazier Journeyman														
Glazier Apprentice														
Iron Worker Journeyman														
Iron Worker Apprentice														
Laborer Journeyman														
Laborer Apprentice														
Operating Engineer Journeyman														
Operating Engineer Apprentice														
Painter Journeyman														
Painter Apprentice														
Pipe Fitter/Plumber Journeyman														
Pipe Fitter/Plumber Apprentice														
Plasterer Journeyman														
Plasterer Apprentice														
Roofer Journeyman														
Roofer Apprentice														
Sheet Metal Journeyman														
Sheet Metal Apprentice														
Sprinkler Fitter														
Sprinkler Fitter Apprentice														
Truck Driver Journeyman														
Truck Driver Apprentice														
Welder Journeyman														
Welder Apprentice														
Other														
Total Monthly Hours														-
Total % of Hours														
Contractor shall submit report by the 15th of each month.														
Phillip Yelder, Director Human Relations Department														
414 E. 12th Street, 4th Floor, Kansas City, MO 64106														
Phone: 816-513-1836 Email: HRDcontractcompliance@kcmo.org														
Report Submitted By:														
Date:														

City of Kansas City, Missouri
Civil Rights & Equal Opportunity Department
Construction Contractor Employee Identification Report

Company Name: _____
Company Address: _____
Company City, State, Zip: _____

Prime's Name: _____
KCMO Project Name: _____
KCMO Project Number: _____

Name of Person Completing Report: _____
Phone Number: _____
Email: _____

Today's Date: _____
City Department: _____

Instructions:

- 1) Each applicable Prime Contractors **must complete this form for its company within 48 hours of bid opening**
- 2) The Civil Rights & Equal Opportunity Department strongly recommends usage of the electronic version of this form. This form may be obtained by visiting www.kcmo.gov website. The website is enabled with a "search" function on the Home page on the right corner. Select the magnifying glass and type in the search field "Contract Central". Select the first result, then click on the link to Standard City Contract Forms. Scroll down to Construction Contractor Employee Identification Report and click the link to open this document. Complete the fields in the Employee section; the Official Use Only section will automatically populate. NOTE: This form can be printed and attached to other required Bid documents.
- 3) All subcontractors shall be required to complete this form and submit to the Prime Contractor. For each subcontractor, the Prime must submit this form to City at least at least (10) days prior to the date the subcontractor shall commence work under a city construction contract.
- 4) Complete this form if you are the Prime contractor on a City construction project estimated over **\$300,000 & over 800 man hours**.
- 5) Complete this form with data from your **current construction workforce** (no office personnel).
- 6) Prime contractor is responsible to ensure subcontractor completes this form as required in #3 above.

Official Use Only											
Females		KCMO Resident	Males		KCMO Resident	Journeyman		Apprentice	Journeyman	Apprentice	
African American	0	0	African American	#####	0	Foreman/Supervisor	0	--	Operating Engineer	0	0
Asian/Pacific Islander American	0	0	Asian/Pacific Islander American	#####	0	Asbestos Worker	0	0	Painter	0	0
Caucasian American	0	0	Caucasian American	#####	0	Boilermaker	0	0	Pipe Fitter/Plumber	0	0
Hispanic/Latino American	0	0	Hispanic/Latino American	#####	0	Bricklayer	0	0	Plasterer	0	0
Native American	0	0	Native American	#####	0	Carpenter	0	0	Roofer	0	0
Other	0	0	Other	#####	0	Cement Mason	0	0	Sheet Metal	0	0
	0	0		#####	0	Electrician	0	0	Sprinkler Fitter	0	0
						Elevator Constructor	0	0	Truck Driver	0	0
						Glazier	0	0	Welder	0	0
						Iron Worker	0	0	Other	0	--
						Laborer	0	0		0	0
							0	0			

Company Name: 0

KCMO Project Name: 0

KCMO Project Number: 0

	Name		Job Title (use drop down menu)	Address	City	State	Zip Code	KCMO Resident	Gender	Ethnicity
	Last	First								
1										
2										
3										
4										
5										
6										
7										
8										
9										
10										
11										
12										
13										
14										
15										



Company Name: 0

KCMO Project Name: 0

KCMO Project Number: 0

	Name		Job Title (use drop down menu)	Address	City	State	Zip Code	KCMO Resident	Gender	Ethnicity
	Last	First								
16										
17										
18										
19										
20										
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Company Name: 0

KCMO Project Name: 0

KCMO Project Number: 0

	Name		Job Title (use drop down menu)	Address	City	State	Zip Code	KCMO Resident	Gender	Ethnicity
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CONTRACTOR AFFIDAVIT FOR FINAL PAYMENT

Project Number _____

Project Title _____

STATE OF _____)
)SS
COUNTY OF _____)

The Undersigned, _____ of lawful
(Name)

age, being first duly sworn, states under oath as follows:

1. I am the _____ of _____ who is the general
(Title) (CONTRACTOR)
CONTRACTOR for the CITY on Project No. _____ and Project Title _____.

2. All payrolls, material bills, use of equipment and other indebtedness connected with the Work for this Project have been paid and all Claims of whatever nature have been satisfied, as required by the Contract.

3 (✓) _____ Prevailing wage does not apply; or

(✓) _____ All provisions and requirements set forth in Chapter 290, Section 290.210 through and including 290.340, Missouri Revised Statutes, pertaining to the payment of wages to workmen employed on public works projects have been fully satisfied and there has been no exception to the full and complete compliance with these provisions and requirements and the Annual Wage Order contained in the Contract in carrying out the Contract and Work. CONTRACTOR has fully complied with the requirements of the prevailing wage law as required in the Contract and has attached affidavits from all Subcontractors on this Project, regardless of tier, affirming compliance with the prevailing wage law as stipulated in the Contract.

4. I hereby certify that (a) at project completion and pursuant to contractor's final request for payment, contractor achieved (____%) Minority Business Enterprise (MBE) participation and (____%) Women Business Enterprise (WBE) participation on this contract, and (b) listed herein are the names of all certified M/WBE subcontractors, regardless of tier, with whom I, or my subcontractors contracted.

1. Name of MBE/WBE Firm _____
Address _____

Telephone Number (____) _____
IRS Number _____
Area/Scope*of Work _____
Subcontract Final Amount _____

2. Name of MBE/WBE Firm _____
Address _____

Telephone Number (____) _____
IRS Number _____
Area/Scope*of Work _____
Subcontract Final Amount _____

List additional subcontractors, if any, on a similar form and attach to the bid.

Supplier** Final Amount: _____

*Reference to specification sections or bid item number.

- (✓) _____ Met or exceeded the Contract utilization goals; or
 (✓) _____ Failed to meet the Contract utilization goals (attach waiver, substitution or modification); or
 (✓) _____ No goals applied to this Project.

5. CONTRACTOR certifies that each Subcontractor has received full payment for its respective work in connection with the Contract.

6. If applicable, I hereby certify that (1) at project completion and pursuant to contractor's final request for payment, contractor achieved, company-wide, at least ten percent (10%) minority workforce participation and two percent (2%) women workforce participation and (2) a true and accurate copy of my final project workforce monthly report is attached. **NOTE: This paragraph is only applicable if you completed a construction contract that was estimated by the City, prior to solicitation, as requiring more than 800 construction labor hours and costing in excess of \$300,000.00. If applicable you MUST attach copies of your final monthly workforce reports.**

7. This affidavit is made in behalf of the CONTRACTOR for the purpose of securing from Kansas City, Missouri, the certification of completion of the Project and receiving payment therefore.

8. If the Contract amount exceeded \$150,000, CONTRACTOR has submitted proof of compliance with the City tax ordinances administered by the City's Commissioner of Revenue and has on file proof of tax compliance from all Subcontractors. If the Contract term exceeded one (1) year, CONTRACTOR has provided proof of compliance with the City tax ordinances administered by the City's Commissioner of Revenue prior to receiving final payment and has on file proof of tax compliance from all Subcontractors prior to the Subcontractor receiving final payment from CONTRACTOR.

CONTRACTOR _____

By _____
 (Authorized Signature)

Title _____

On this _____ day of _____, _____, before me
 appeared _____, to me personally known to be the
 _____ of the _____,

and who executed the foregoing instrument and acknowledged that (s)he executed the same on behalf of
 _____ as its free act and deed.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my official seal on the day and year first above written.

My commission expires:

 Notary Public



CONTRACT REQUIRED SUBMISSIONS

Project/Contract Number 82000367/464

Project/Contract Title/Description **Wornall Road Bridge Over Indian Creek**

These instructions are to assist Contractor in providing all necessary documents to enter into a contract with the City.

MISSOURI SECRETARY OF STATE BUSINESS ENTITY REGISTRATION

- ☐ For a corporation, current Certificate of Good Standing from the Missouri Secretary of State ((816) 889-2925 or (816) 889-2926 or a web site print-out, dated no more than ninety (90) days before the date furnished to the City – One Copy.
- ☐ For a business that is not a corporation and not doing business in the exact name of the proprietor, a copy from the Secretary of State, ((816) 889-2925 or (816) 889-2926 of the filed Registration of Fictitious Name dated no more than ninety (90) days before the date furnished to the City – One Copy.

EMPLOYEE ELIGIBILITY VERIFICATION AFFIDAVIT [Required if the contract exceeds \$5,000.00]

- ☐ 00515.01 Employee Eligibility Verification Affidavit – One Executed Affidavit
- ☐ First and last pages of the E-Verify Program Memorandum of Understanding that your company has received from the U.S. Department of Homeland Security verifying enrollment in the program. For assistance, contact E-Verify Operations at 888-464-4218 – One Copy.

SUBCONTRACTORS LISTING [Applicable form provided]

- ☐ Non-Construction Subcontractors List – One Copy
- ☐ 01290.09 Subcontractors & Major Material Suppliers List – One Copy

PAYMENT BONDS (If applicable)

- ☐ Each copy of the Payment bond must be signed and properly dated by the following, as applicable:

Corporation - A corporate officer authorized to sign on behalf of the corporation and the signature must be attested by a witness to the signature; OR

Limited Liability Company - A member of the limited liability company authorized to sign on behalf of the company and a witness to the signature must attest the signature; OR

Partnership - A partner authorized to sign on behalf of the partnership and the signature must be attested by a witness to the signature; OR

Sole Proprietor - By the proprietor and the signature must be attested by a witness to the signature; OR

Joint Venture - The parties to the Joint Venture authorized to sign on behalf of each party to the Joint Venture, or a person authorized by each party to the Joint Venture to sign on behalf of all parties to the Joint Venture; AND

Surety - A person authorized by the Surety to sign on behalf of the Surety. A power of attorney issued by the Surety Company authorizing its representative to sign the Agreement must be attached to the Agreement and each copy.

PERFORMANCE AND MAINTENANCE BOND (If applicable)

- ☐ As applicable, each copy of the Performance and Maintenance bond must be signed and properly dated by:

Corporation - A corporate officer authorized to sign on behalf of the corporation and the signature must be attested by a witness to the signature; OR

Limited Liability Company - A member of the limited liability company authorized to sign on behalf of the company and a witness to the signature must attest the signature; OR

Partnership - A partner authorized to sign on behalf of the partnership and the signature must be attested by a witness to the signature; OR

Sole Proprietor - By the proprietor and the signature must be attested by a witness to the signature; OR

Joint Venture - The parties to the Joint Venture authorized to sign on behalf of each party to the Joint Venture, or a person authorized by each party to the Joint Venture to sign on behalf of all parties to the Joint Venture; AND

Surety - A person authorized by the Surety to sign on behalf of the Surety. A power of attorney issued by the Surety Company authorizing its representative to sign the Agreement must be attached to the Agreement and each copy.

CERTIFICATES OF INSURANCE [Sample form provided] - If you have any questions regarding requirements for insurance certificates, please contact the City's Risk Management Office, 816 513-1299.

- ☐ Provide a certificate of insurance for all insurance that may be required in the contract such as:
 - Commercial General Liability
 - Workers' Compensation and Employers' Liability
 - Commercial Automobile Liability
 - Railroad Protective Liability
 - Environmental Liability
 - Asbestos Liability
 - Longshoremen's Insurance
 - Property Insurance
- ☐ List the NAIC Number (National Association of Insurance Commissioners) or A.M. Best Number for each Insurer listed on the Certificate of Insurance.
- ☐ Certificate "Kansas City, Missouri" must named as an Additional Insured.
- ☐ Check the insurance requirements of the Contract. If Contract Documents require that other entities be included as additional insureds, each entity shall be listed on the certificate(s).
- ☐ Description of Operations must include Project/Contract Number and Project/Contract Title/Description as contained in the Contract Documents. The Certificate Holder and address block shall be completed as follows:
 - Kansas City, Missouri
 - [Name of applicable City Department]**
 - [Name of Contract Administrator, Buyer, or Project Manager]**
 - [Department Address]**
 - Kansas City, Missouri **[Zip Code]**
- ☐ If your insurance agent prepares an ACORD form, the automobile insurance must be "any auto" or better for acceptance by the City.

AFFIRMATIVE ACTION REQUIREMENTS

- ☐ Proposed Affirmative Action Program or a copy of a Certificate of Affirmative Action Compliance – One copy.

PRE-CONTRACT BIDDER'S CERTIFICATION (Prevailing Wage Contracts; Form provided)

- ☐ Submit form 00490 - Bidder's Pre-Contract Certification (provided).

HEALTH AND SAFETY PLAN (If applicable)

- ☐ Bidder's Health and Safety Plan – One copy or one CD Rom.

EMPLOYEE ELIGIBILITY VERIFICATION AFFIDAVIT

(Required for any contract with the City of Kansas City, Missouri in excess of \$5,000.00)

STATE OF MO)
COUNTY OF Jackson) ss

On this 25th day of January, 2024, before me appeared Cheryl Gerstner, personally known by me or otherwise proven to be the person whose name is subscribed on this affidavit and who, being duly sworn, stated as follows:

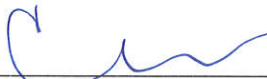
I am of sound mind, capable of making this affidavit, and personally swear or affirm that the statements made herein are truthful to the best of my knowledge. I am the Operating Manager (title) of Shedigs IT, LLC (business entity) and I am duly authorized, directed or empowered to act with full authority on behalf of the business entity in making this affidavit.

I hereby swear or affirm that the business entity does not knowingly employ any person in connection with the contracted services who does not have the legal right or authorization under federal law to work in the United States as defined in 8 U.S.C. § 1324a(h)(3).

I hereby additionally swear or affirm that the business entity is enrolled in an electronic verification of work program operated by the United States Department of Homeland Security (E-Verify) or an equivalent federal work authorization program operated by the United States Department of Homeland Security to verify information of newly hired employees, under the Immigration Reform and Control Act of 1986, and that the business entity will participate in said program with respect to any person hired by the business entity to perform any work in connection with the contracted services. I have attached hereto documentation sufficient to establish the business entity's enrollment and participation in the required electronic verification of work program.

I am aware and recognize that unless certain contractual requirements are satisfied and affidavits obtained as provided in Section 285.530, RSMo, the business entity may face liability for violations committed by its subcontractors, notwithstanding the fact that the business entity may itself be compliant.

I acknowledge that I am signing this affidavit as the free act and deed of the business entity and that I am not doing so under duress.



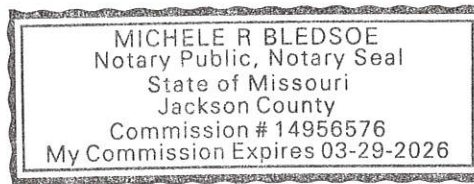
Affiant's signature

Subscribed and sworn to before me this 25th day of January, 2024.



Notary Public

My Commission expires: 3/29/26





Company ID Number: 635340

THE E-VERIFY PROGRAM FOR EMPLOYMENT VERIFICATION MEMORANDUM OF UNDERSTANDING

ARTICLE I

PURPOSE AND AUTHORITY

This Memorandum of Understanding (MOU) sets forth the points of agreement between the Department of Homeland Security (DHS) and **SHEDIGS IT, L.L.C** (Employer) regarding the Employer's participation in the Employment Eligibility Verification Program (E-Verify). This MOU explains certain features of the E-Verify program and enumerates specific responsibilities of DHS, the Social Security Administration (SSA), and the Employer. E-Verify is a program that electronically confirms an employee's eligibility to work in the United States after completion of the Employment Eligibility Verification Form (Form I-9). For covered government contractors, E-Verify is used to verify the employment eligibility of all newly hired employees and all existing employees assigned to Federal contracts or to verify the entire workforce if the contractor so chooses.

Authority for the E-Verify program is found in Title IV, Subtitle A, of the Illegal Immigration Reform and Immigrant Responsibility Act of 1996 (IIRIRA), Pub. L. 104-208, 110 Stat. 3009, as amended (8 U.S.C. § 1324a note). Authority for use of the E-Verify program by Federal contractors and subcontractors covered by the terms of Subpart 22.18, "Employment Eligibility Verification", of the Federal Acquisition Regulation (FAR) (hereinafter referred to in this MOU as a "Federal contractor with the FAR E-Verify clause") to verify the employment eligibility of certain employees working on Federal contracts is also found in Subpart 22.18 and in Executive Order 12989, as amended.

ARTICLE II

FUNCTIONS TO BE PERFORMED

A. RESPONSIBILITIES OF SSA

1. SSA agrees to provide the Employer with available information that allows the Employer to confirm the accuracy of Social Security Numbers provided by all employees verified under this MOU and the employment authorization of U.S. citizens.
2. SSA agrees to provide to the Employer appropriate assistance with operational problems that may arise during the Employer's participation in the E-Verify program. SSA agrees to provide the Employer with names, titles, addresses, and telephone numbers of SSA representatives to be contacted during the E-Verify process.
3. SSA agrees to safeguard the information provided by the Employer through the E-Verify program procedures, and to limit access to such information, as is appropriate by law, to individuals responsible for the verification of Social Security Numbers and for evaluation of the E-Verify program or such other persons or entities who may be authorized by SSA as governed



Company ID Number: 635340

To be accepted as a participant in E-Verify, you should only sign the Employer's Section of the signature page. If you have any questions, contact E-Verify at 888-464-4218.

Employer **SHEDIGS IT, L.L.C**

Cheryl Gerstner

Name (Please Type or Print)

Title

Electronically Signed

01/22/2013

Signature

Date

Department of Homeland Security – Verification Division

USCIS Verification Division

Name (Please Type or Print)

Title

Electronically Signed

01/22/2013

Signature

Date

Information Required for the E-Verify Program

Information relating to your Company:

Company Name: **SHEDIGS IT, L.L.C**

Company Facility Address: **21201 E 35TH TERRACE COURT S**

INDEPENDENCE, MO 64057

Company Alternate
Address:

County or Parish: **JACKSON**

Employer Identification
Number: **455420688**



PERFORMANCE AND MAINTENANCE BOND

Project/Contract Number: 82000367/464

Project Title: Wornall Road Bridge Over Indian Creek

Bond No. 2536610

KNOW ALL MEN BY THESE PRESENTS: That **She Digs It, LLC**, as PRINCIPAL (CONTRACTOR), and West Bend Mutual Insurance Company, (SURETY), licensed to do business as such in the State of Missouri, hereby bind themselves and their respective heirs, executors, administrators, successors, and assigns unto Kansas City, Missouri, a constitutionally chartered municipal corporation, (OWNER), as obligee, in the penal sum of four hundred ninety-seven thousand 00/100 (\$497,000) for the payment whereof CONTRACTOR and SURETY bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

WHEREAS,

CONTRACTOR has entered into a Contract with OWNER for **Contract 464, Wornall Road Bridge Over Indian Creek** which Contract, including any present or future amendment thereto, is incorporated herein by reference and is hereinafter referred to as the Contract.

NOW, THEREFORE, THE CONDITION OF THIS OBLIGATION is such that, if CONTRACTOR shall promptly and faithfully perform said Contract including all duly authorized changes thereto, and including any maintenance requirements contained therein, according to all the terms thereof, including those under which CONTRACTOR agrees to pay legally required wage rates including the prevailing hourly rate of wages in the locality, as determined by the Department of Labor and Industrial Relations or by final judicial determination, for each craft or type of workman required to execute the Contract and, further, shall defend, indemnify, and hold harmless OWNER from all damages, including but not limited to, liquidated damages, loss and expense occasioned by any failure whatsoever of said CONTRACTOR and SURETY to fully comply with and carry out each and every requirement of the Contract, then this obligation shall be void; otherwise, it shall remain in full force and effect.

WAIVER. That SURETY, for value received, hereby expressly agrees that no change, extension of time, alteration or addition to the terms of the Contract or to the Work to be performed thereunder, shall in any way affect the obligations of this Bond; and it does hereby waive notice of any such change, extension of time, or alteration or addition to the terms of the Contract or the Work to be performed thereunder.

IN WITNESS WHEREOF, the above parties have executed this instrument the ____ day of _____, 20__.

CONTRACTOR

Name, address and facsimile number of Contractor

Shedigs It, LLC

600 SE Central Dr.

Blue Springs, MO 64014

I hereby certify that I have authority to execute this document on behalf of Contractor.

By: 

Title: 

(Attach corporate seal if applicable)

SURETY

Name, address and facsimile number of Surety:

West Bend Mutual Insurance Company8401 Greenway Blvd., Suite 1100Middleton, WI 53562

I hereby certify that (1) I have authority to execute this document on behalf of Surety; (2) Surety has an A.M. Best rating of A-, V, or better; (3) Surety is named in the current list of "Companies Holding Certificates of Authority as Acceptable Reinsuring Companies: as published in Circular 570 (most current revision) by the Financial Management Service, Surety Bond Branch, U.S. Department of the Treasury; and (4) Surety is duly licensed to issue bonds in the State of Missouri and in the jurisdiction in which the Project is located.

By: David SalavitchTitle: David S. Salavitch , attorney in fact

Date: _____

(Attach seal and Power of Attorney)



Power of Attorney

Know all men by these Presents, That West Bend Mutual Insurance Company, a corporation having its principal office in the City of West Bend, Wisconsin does make, constitute and appoint:

David S. Salavitch, Robert L. Cox

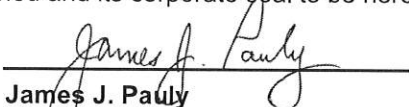
lawful Attorney(s)-in-fact, to make, execute, seal and deliver for and on its behalf as surety and as its act and deed any and all bonds, undertakings and contracts of suretyship, provided that no bond or undertaking or contract of suretyship executed under this authority shall exceed in amount the sum of: Five Million Dollars (\$5,000,000)

This Power of Attorney is granted and is signed and sealed by facsimile under and by the authority of the following Resolution adopted by the Board of Directors of West Bend Mutual Insurance Company at a meeting duly called and held on the 21st day of December, 1999.

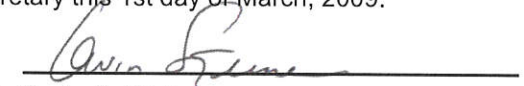
Appointment of Attorney-In-Fact. The president or any vice president, or any other officer of West Bend Mutual Insurance Company may appoint by written certificate Attorneys-in-Fact to act on behalf of the company in the execution of and attesting of bonds and undertakings and other written obligatory instruments of like nature. The signature of any officer authorized hereby and the corporate seal may be affixed by facsimile to any such power of attorney or to any certificate relating therefore and any such power of attorney or certificate bearing such facsimile signatures or facsimile seal shall be valid and binding upon the company, and any such power so executed and certified by facsimile signatures and facsimile seal shall be valid and binding upon the company in the future with respect to any bond or undertaking or other writing obligatory in nature to which it is attached. Any such appointment may be revoked, for cause, or without cause, by any said officer at any time.

In witness whereof, the West Bend Mutual Insurance Company has caused these presents to be signed by its president undersigned and its corporate seal to be hereto duly attested by its secretary this 1st day of March, 2009.

Attest

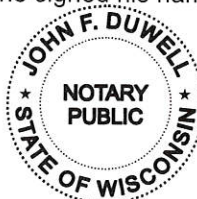

James J. Pauly
Secretary

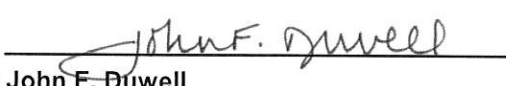



Kevin A. Steiner
Chief Executive Officer / President

State of Wisconsin
County of Washington

On the 1st day of March, 2009 before me personally came Kevin A. Steiner, to me known being by duly sworn, did depose and say that he resides in the County of Washington, State of Wisconsin; that he is the President of West Bend Mutual Insurance Company, the corporation described in and which executed the above instrument; that he knows the seal of the said corporation; that the seal affixed to said instrument is such corporate seal; that it was so affixed by order of the board of directors of said corporation and that he signed his name thereto by like order.




John F. Duwell
Executive Vice President - Chief Legal Officer
Notary Public, Washington Co. WI
My Commission is Permanent

The undersigned, duly elected to the office stated below, now the incumbent in West Bend Mutual Insurance Company, a Wisconsin corporation authorized to make this certificate, Do Hereby Certify that the foregoing attached Power of Attorney remains in full force effect and has not been revoked and that the Resolution of the Board of Directors, set forth in the Power of Attorney is now in force.

Signed and sealed at West Bend, Wisconsin this




Dale J. Kent
Executive Vice President -
Chief Financial Officer

Notice: Reproductions are not binding on the company. Any questions concerning this Power of Attorney may be directed to the Bond Manager at NSI, a division of West Bend Mutual Insurance Company.



PAYMENT BOND

Project/Contract Number: 82000367/464

Project Title: Wornall Road Bridge Over Indian Creek

Bond No. 2536610

KNOW ALL MEN BY THESE PRESENTS: That **She Digs It, LLC**, as PRINCIPAL (CONTRACTOR), and West Bend Mutual Insurance Company, (SURETY), licensed to do business as such in the State of Missouri, hereby bind themselves and their respective heirs, executors, administrators, successors, and assigns unto Kansas City, Missouri, a constitutionally chartered municipal corporation, (OWNER), as obligee, in the penal sum of four hundred ninety-seven thousand 00/100 (\$497,000) for the payment whereof CONTRACTOR and SURETY bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

WHEREAS,

CONTRACTOR has entered into a contract with OWNER for **Contract 464, Wornall Road Bridge Over Indian Creek**, which Contract, including any present or future amendment thereto, is incorporated herein by reference and is hereinafter referred to as the Contract.

NOW, THEREFORE, THE CONDITION OF THIS OBLIGATION is such that, if in connection with the Contract, including all duly authorized modifications thereto, prompt payment shall be made to all laborers, subcontractors, teamsters, truck drivers, owners or other suppliers or for equipment employed on the job, and other claimants, for all labor performed in such work whether done for CONTRACTOR, a subcontractor, SURETY, a completion contractor or otherwise (at the full wage rates required by any law of the United States or of the State of Missouri, where applicable), for services furnished and consumed, for repairs on machinery, for equipment, tools, materials, lubricants, oil, gasoline, water, gas, power, light, heat, oil, telephone service, grain, hay, feed, coal, coke, groceries and foodstuffs, either consumed, rented, used or reasonably required for use in connection with the construction of the work or in the performance of the Contract and all insurance premiums, both for compensation and for all other kinds of insurance on the work, for sales taxes and for royalties in connection with, or incidental to, the completion of the Contract, in all instances whether the claim be directly against CONTRACTOR, against SURETY or its completion contractor, through a subcontractor or otherwise, and, further, if CONTRACTOR shall defend, indemnify and hold harmless OWNER from all such claims, demands or suits by any such person or entity, then this obligation shall be void; otherwise, it shall remain in full force and effect.

Any conditions legally required to be included in a Payment Bond on this Contract, including but not limited to those set out in §107.170 RSMo. are included herein by reference.

SURETY agrees that, in the event that CONTRACTOR fails to make payment of the obligations covered by this Bond, it will do so and, further, that within forty-five (45) days of receiving, at the address given below, a claim hereunder stating the amount claimed and the basis for the claim in reasonable detail, it (a) will send an answer to the claimant, with a copy to OWNER stating the amounts that are undisputed and the basis for challenging any amounts that are disputed, and (b) will pay any amounts that are undisputed. The amount of this Bond shall be reduced by and to the extent of any payment or payments made in good faith hereunder.

While this Bond is in force, it may be sued on at the instance of any party to whom any such payment is due, in the name of OWNER to the use for such party. OWNER shall not be liable for the payment of any costs or expenses of any such suit.

No suit shall be commenced or pursued hereunder other than in a state court of competent jurisdiction in Jackson, Clay or Platte County, Missouri, or in the United States District Court for the Western District of Missouri.

WAIVER. That SURETY, for value received, hereby expressly agrees that no change, extension of time, alteration or addition to the terms of the Contract or to the Work to be performed thereunder, shall in any way affect the obligations of this Bond; and it does hereby waive notice of any such change, extension of time, or alteration or addition to the terms of the Contract or the Work to be performed thereunder.

IN WITNESS WHEREOF, the above parties have executed this instrument the _____ day of _____, 20____.

CONTRACTOR

Name, address and facsimile number of Contractor

Shedigs It, LLC

600 SE Central Dr.

Blue Springs, MO 64014

I hereby certify that I have authority to execute this document on behalf of Contractor.

By: _____

Title: _____

(Attach corporate seal if applicable)

SURETY

Name, address and facsimile number of Surety:

West Bend Mutual Insurance Company

8401 Greenway Blvd., Suite 1100

Middleton, WI 53562

I hereby certify that (1) I have authority to execute this document on behalf of Surety; (2) Surety has an A.M. Best rating of A- or better; (3) Surety is named in the current list of "Companies Holding Certificates of Authority as Acceptable Sureties on Federal Bonds and as Acceptable Reinsuring Companies" as published in Circular 570 (most current revision) by the Financial Management Service, Surety Bond Branch, U.S. Department of the Treasury; and (4) Surety is duly licensed to issue bonds in the State of Missouri and in the jurisdiction in which the Project is located.



By: _____

Title: David S. Salavitch, attorney in fact

Date: _____

(Attach seal and Power of Attorney)



Power of Attorney

Know all men by these Presents, That West Bend Mutual Insurance Company, a corporation having its principal office in the City of West Bend, Wisconsin does make, constitute and appoint:

David S. Salavitch, Robert L. Cox

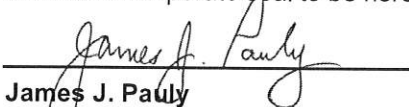
lawful Attorney(s)-in-fact, to make, execute, seal and deliver for and on its behalf as surety and as its act and deed any and all bonds, undertakings and contracts of suretyship, provided that no bond or undertaking or contract of suretyship executed under this authority shall exceed in amount the sum of: Five Million Dollars (\$5,000,000)

This Power of Attorney is granted and is signed and sealed by facsimile under and by the authority of the following Resolution adopted by the Board of Directors of West Bend Mutual Insurance Company at a meeting duly called and held on the 21st day of December, 1999.

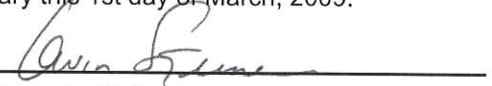
Appointment of Attorney-In-Fact. The president or any vice president, or any other officer of West Bend Mutual Insurance Company may appoint by written certificate Attorneys-in-Fact to act on behalf of the company in the execution of and attesting of bonds and undertakings and other written obligatory instruments of like nature. The signature of any officer authorized hereby and the corporate seal may be affixed by facsimile to any such power of attorney or to any certificate relating therefore and any such power of attorney or certificate bearing such facsimile signatures or facsimile seal shall be valid and binding upon the company, and any such power so executed and certified by facsimile signatures and facsimile seal shall be valid and binding upon the company in the future with respect to any bond or undertaking or other writing obligatory in nature to which it is attached. Any such appointment may be revoked, for cause, or without cause, by any said officer at any time.

In witness whereof, the West Bend Mutual Insurance Company has caused these presents to be signed by its president undersigned and its corporate seal to be hereto duly attested by its secretary this 1st day of March, 2009.

Attest

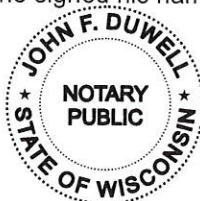

James J. Pauly
Secretary

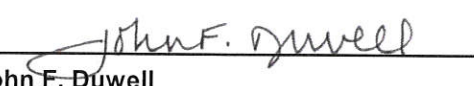



Kevin A. Steiner
Chief Executive Officer / President

State of Wisconsin
County of Washington

On the 1st day of March, 2009 before me personally came Kevin A. Steiner, to me known being by duly sworn, did depose and say that he resides in the County of Washington, State of Wisconsin; that he is the President of West Bend Mutual Insurance Company, the corporation described in and which executed the above instrument; that he knows the seal of the said corporation; that the seal affixed to said instrument is such corporate seal; that it was so affixed by order of the board of directors of said corporation and that he signed his name thereto by like order.




John F. Duwell
Executive Vice President - Chief Legal Officer
Notary Public, Washington Co. WI
My Commission is Permanent

The undersigned, duly elected to the office stated below, now the incumbent in West Bend Mutual Insurance Company, a Wisconsin corporation authorized to make this certificate, Do Hereby Certify that the foregoing attached Power of Attorney remains in full force effect and has not been revoked and that the Resolution of the Board of Directors, set forth in the Power of Attorney is now in force.

Signed and sealed at West Bend, Wisconsin this




Dale J. Kent
Executive Vice President -
Chief Financial Officer

Notice: Reproductions are not binding on the company. Any questions concerning this Power of Attorney may be directed to the Bond Manager at NSI, a division of West Bend Mutual Insurance Company.

Alscott, Inc.

An AssuredPartners Company
4911 S. Arrowhead Dr. Suite 310
Independence, MO 64055
Phone: 816-525-3155
Email: Bonds-ind@assuredpartners.com

January 23, 2023

Shedigs It, LLC
600 SE Central Dr.
Blue Springs, MO 64014

RE: Project: Wornall Road Bridge Over Indian Creek 82000267/464
Obligee: Kansas City, Missouri,
Bond No: 2536610

Dear Sir or Madam,

Please let this letter serve as authorization to date the bonds and powers of attorney for the above captioned bonds. This authority may be extended by you to the owner, architect, or their designated representatives.

Should you have any questions, please feel free to call.

Sincerely,

David Salavitch

David S. Salavitch
Attorney in Fact, West Bend Mutual Insurance Company



SHEDIGS-01

KCHRISTIANSON

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

6/23/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Mike Keith Insurance, Inc. 103 West Franklin St Clinton, MO 64735	CONTACT NAME:		
	PHONE (A/C, No, Ext): (660) 885-5581	FAX (A/C, No): (660) 885-8278	
INSURED Shedigs It, LLC 600 SE Central Drive Blue Springs, MO 64014-3311	E-MAIL ADDRESS:		
	INSURER(S) AFFORDING COVERAGE		NAIC #
	INSURER A : United Fire & Casualty		13021 A-
	INSURER B : Accident Fund Insurance Co		10166 A
	INSURER C : Westchester Surplus Lines Insurance Comapny		10172 A++
	INSURER D :		
INSURER E :			
INSURER F :			

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☒ PROJECT ☐ LOC ☐ OTHER:	X	X	60492726 01.02.2024 SURETY VERIFIED BY: <i>Bingette - Johnson</i>	7/1/2023	7/1/2024	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
A	☒ AUTOMOBILE LIABILITY ☒ ANY AUTO OWNED AUTOS ONLY ☐ SCHEDULED AUTOS ☐ HIRED AUTOS ONLY ☐ NON-OWNED AUTOS ONLY	X	X	60492726	7/1/2023	7/1/2024	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	☒ UMBRELLA LIAB ☒ OCCUR ☐ EXCESS LIAB ☐ CLAIMS-MADE ☐ DED ☐ RETENTION \$	X	X	60492726	7/1/2023	7/1/2024	EACH OCCURRENCE \$ 6,000,000 AGGREGATE \$ 6,000,000 \$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) ☒ Y / ☒ N If yes, describe under DESCRIPTION OF OPERATIONS below		N / A	AF WCP100041296	7/1/2023	7/1/2024	☒ PER STATUTE ☐ OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
A	Equipment Floater			60492726	7/1/2023	7/1/2024	Leased/Rented 750,000
C	Pollution			G28324856-004	6/15/2023	6/15/2024	Limits 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

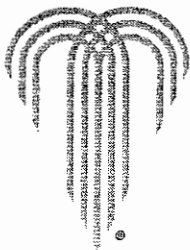
Project: 82000267. Contract #464. Project: Wornall Road Bridge Over Indian Creek. The City of Kansas City MO and any other entities are additional insured on a primary and non-contributory basis with respects Auto Liability and General Liability including ongoing and completed operations when required by written contract. Umbrella follow form. Waiver of subrogation applies in favor of additional insureds when required by written contract and where allowed by law.

Builders Risk/Installaton Floater - \$497,000 limit - policy #46315268 - City of Kansas City MO is additional insured with respects to the Builders Risk/Installation Floater.

CERTIFICATE HOLDER

CANCELLATION

City of Kansas City, MO Water Service Dept. 4800 E. 63rd St. Kansas City, MO 64130	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE <i>Karen Christianson</i>



KANSAS CITY
MISSOURI

Finance Department

Revenue Division

414 E 12th St. 1st Floor
Kansas City, MO 64106-2786

Phone: (816) 513-1120
Fax: (816) 513-1264
Email: revenue@kcmo.org
Website: kcmo.gov/tax

SHEDIGS IT LLC
600 SE CENTRAL DR
BLUE SPRINGS MO 64014-3311

00048



Letter Id: L1200009984
Date: 16-Oct-2023
Taxpayer Id: **_***0688



TAX CLEARANCE STATUS: APPROVED

As of this date, this notice is to inform you that SHEDIGS IT LLC is current with all taxes and license fees with the City of Kansas City, Mo., Finance Department/ Revenue Division.

Please note this could change if we perform a full review of your accounts in the future. We will let you know if we need to review your accounts. You will need to pay any amounts that are found due at that time.

Mari Ruck
Commissioner of Revenue





Missouri Department of Revenue
Project Exemption Certificate

This form is to be completed and given to your contractor.

Exempt Entity and Project Information	Name of Exempt Entity Issuing the Certificate		Missouri Tax Exemption Number 			
	Address		City		State	ZIP Code
	E-mail Address					
	Project Number	Project Begin Date (MM/DD/YYYY) ____ / ____ / ____		Estimated Project End Date (MM/DD/YYYY) ____ / ____ / ____		
	Description of Project					
	Project Location			Certificate Expiration Date (MM/DD/YYYY) ____ / ____ / ____		
Provide a signed copy of this certificate, along with a copy of the exempt entity's Missouri Sales and Use Tax Exemption Letter to each contractor or subcontractor who will be purchasing tangible personal property for use in this project. It is the responsibility of the exempt entity to ensure the validity of the information on the certificate. The exempt entity must issue a new certificate if any of the information changes.						
Signature of Authorized Exempt Entity		Printed Name of Authorized Exempt Entity			Date (MM/DD/YYYY) ____ / ____ / ____	

Contractor	The Missouri exempt entity named above hereby authorizes the purchase, without sales tax, of tangible personal property to be incorporated or consumed in the construction project identified herein and no other, pursuant to Section 144.062, RSMo . Under penalties of perjury, I declare that the above information and any attached supplement is true, complete, and correct.					
	Name of Purchasing Contractor		Signature of Contractor		Date (MM/DD/YYYY) ____ / ____ / ____	
	Address		City		State	ZIP Code

Subcontractor	Contractors - Present this to your supplier in order to purchase the necessary materials tax exempt. Complete the Subcontractor portion if extending the certificate to your subcontractor. The contractor must sign the form in the space provided below.					
	Name of Purchasing Subcontractor					
	Address		City		State	ZIP Code
	Signature of Contractor		Contractor's Printed Name		Date (MM/DD/YYYY) ____ / ____ / ____	

Form 5060 (Revised 08-2015)

Taxation Division
P.O. Box 358
Jefferson City, MO 65105-0358

Phone: (573) 751-2836
Fax: (573) 522-1271
E-mail: salestaxexemptions@dor.mo.gov

Visit <http://dor.mo.gov/business/sales/sales-use-exemptions.php> for additional information.



State of Missouri

EXEMPTION FROM MISSOURI SALES AND USE TAX ON PURCHASES

Issued to:

CITY OF KANSAS CITY
414 E 12TH ST 3RD FLOOR
KANSAS CITY MO 64106

Missouri Tax ID
Number: 12490466

Effective Date:
07/11/2002

Your application for sales/use tax exempt status has been approved pursuant to Section 144.030.1, RSMo. This letter is issued as documentation of your exempt status.

Purchases by your Agency are not subject to sales or use tax if within the conduct of your Agency's exempt functions and activities. When purchasing with this exemption, furnish all sellers or vendors a copy of this letter. This exemption may not be used by individuals making personal purchases.

A contractor may purchase and pay for construction materials exempt from sales tax when fulfilling a contract with your Agency only if your Agency issues a project exemption certificate and the contractor makes purchases in compliance with the provisions of Section 144.062, RSMo.

Sales by your Agency are subject to all applicable state and local sales taxes. If you engage in the business of selling tangible personal property or taxable services at retail, you must obtain a Missouri Retail Sales Tax License and collect and remit sales tax.

This is a continuing exemption subject to legislative changes and review by the Director of Revenue. If your Agency ceases to qualify as an exempt entity, this exemption will cease to be valid. This exemption is not assignable or transferable. It is an exemption from sales and use taxes only and is not an exemption from real or personal property tax.

Any alteration to this exemption letter renders it invalid.

If you have any questions regarding the use of this letter, please contact the Division of Taxation and Collection, P.O. Box 3300, Jefferson City, MO 65105-3300, phone 573-751-2836.



AUTHORIZATION TO RELEASE A REVENUE CLEARANCE LETTER

Revenue Division

414 East 12th Street, 2nd floor, Room 202 W

Kansas City, MO 64106 Phone (816) 513-1135 Fax (816) 513-1077 email: revenue@kcmo.org

I authorize the City of Kansas City, Missouri, Finance Department, Revenue Division, to release a Revenue Clearance Letter for:

Name of Taxpayer: _____ Tax I.D.# _____
(PRINT)

Address: _____

Check this box and the City will send the Clearance Letter to you or the contractor designated.

☐ I authorize the City to provide a copy of the Taxpayer's Revenue Clearance Letter to the following:

NAME (PRINT)		BUSINESS NAME	TITLE
ADDRESS		CITY, STATE, ZIP CODE	
PHONE NUMBER	FAX NUMBER		E-MAIL ADDRESS

☐ I authorize the City to provide the Taxpayer's Revenue Clearance Letter to all City Departments and to publish on the City's internet/intranet website that the Taxpayer is in compliance with the tax ordinances administered by the City's Commissioner of Revenue.

Please send my 1st Revenue Clearance Letter to: _____
(Print Name of City Department/Contact Person/E-mail/Fax Number)

This authorization shall expire one (1) year from the date of the signature.

The City, Commissioner of Revenue and the Revenue Division personnel (hereinafter "the City"), are hereby held harmless from any and all liability relating to unauthorized disclosure of confidential tax information resulting from release of information under all applicable confidentiality laws including federal, state, or local including any damages sustained by wrongful transmission of confidential tax information to any other person.

UNDER PENALTIES OF PERJURY, I DECLARE THAT I HAVE EXAMINED THIS AUTHORIZATION, AND TO THE BEST OF MY KNOWLEDGE AND BELIEF, IT IS TRUE, CORRECT AND COMPLETE.

I hereby certify that I am the Taxpayer named herein or that I have the authority to execute this authorization and hold harmless agreement on behalf of the Taxpayer.

NAME (PRINT)		TITLE (IF APPLICABLE)	
SIGNATURE	PHONE NUMBER	DATE	

A FACSIMILE OF THIS DOCUMENT SHALL CONSTITUTE AN ORIGINAL



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ARTICLE 1 DEFINITIONS AND TERMINOLOGY

1.01 Defined Terms

A. Wherever used in these General Conditions or in the other Contract Documents, the following terms have the meanings indicated which are applicable to both the singular and plural thereof:

1. Addenda - Written or graphic instruments issued prior to the opening of Bids that clarify, correct or change the Bidding Requirements or the Contract Documents.

2. Agreement—The written Contract between CITY and CONTRACTOR governing the Work to be performed; other Contract Documents are attached to the Agreement and made a part thereof as provided therein.

3. Application for Payment—The form accepted by CITY's Representative which is to be used by CONTRACTOR in requesting progress or final payments and which is to be accompanied by such supporting documentation as is required by the Contract Documents.

4. Asbestos - Any material that contains more than one percent (1%) Asbestos and is friable or is releasing Asbestos fibers into the air above current action levels established by the United States Occupational Safety and Health Administration.

5. Bid- The offer or proposal of the Bidder submitted on the Bid Form/Contract setting forth the prices for the Work to be performed. A Bidder's Bid becomes a Contract with CITY if the CITY executes the Bid Form/Contract submitted by Bidder. If the CITY executes the Bid Form/Contract submitted by Bidder, the term "Bidder" shall mean CONTRACTOR.

6. Bidder- One who submits a Bid directly to CITY, as distinct from a sub-bidder who submits a bid to a Bidder. If the CITY executes the Bid Form/Contract submitted by Bidder, the term "Bidder" shall mean CONTRACTOR in both the Bidding Documents and Contract Documents unless the context clearly indicates otherwise.

7. Bidding Documents- The advertisement or Invitation to Bid, Instructions to Bidders, the Bid Form/Contract, and the proposed Contract Documents (including all Addenda issued prior to receipt of Bids).

8. Bidding Requirements- The advertisement or invitation to bid, Instructions to Bidders, Bid security, and the Bid Form/Contract with any supplements.

9. Bonds- Payment Bond and Performance and Maintenance Bond and other instruments of security.

10. Calendar Day- Any day shown on the calendar, including Saturdays, Sundays, and holidays.

11. Change Order- A written document issued by CITY that authorizes an addition, deletion or revision in the Work, or an adjustment in the Contract Price or the Contract Times, issued on or after the Effective Date of the Contract.

12. CITY/OWNER- Kansas City, Missouri, a constitutionally chartered municipal corporation, with which CONTRACTOR has entered into the Contract and for whom the Work is to be provided.

13. CITY's Representative- Person or agency designated to act for the Director as provided in these Contract Documents.

14. Consultant- Person, firm or corporation having a contract with CITY or DESIGN PROFESSIONAL to furnish services as an independent professional associate or Consultant with respect to the Project and who's identified as such in the Supplementary Conditions.

The Consultant(s) is identified and their seals affixed on the Certification Page(s). The certifications describe the respective responsibilities for the Drawings and Specifications prepared by the Consultant(s) and are incorporated into this Contract.

15. Contract- The entire and integrated written agreement between CITY and CONTRACTOR concerning the Work that incorporates all Contract Documents. The Bid Form/Contract submitted by Bidder is the Contract between CITY and CONTRACTOR upon execution by CITY. The Contract supersedes prior negotiations, representations, or agreements, whether written or oral.

16. Contract Documents- The Contract Documents establish the rights and obligations of the parties and include the Contract, Addenda (which pertain to the Contract Documents), CONTRACTOR's Bid Form/Contract (including documentation accompanying the Bid and any post Bid documentation submitted prior to the Notice of Intent to Contract), the Construction Project Instructions, the Contractor's Utilization Plan/Request for Waiver, the Notice to Proceed, the Bonds, these General Conditions, the Supplementary Conditions, the Specifications and the Drawings as the same are more specifically identified in the Project Manual and the certification page(s) of the DESIGN PROFESSIONAL and Consultant(s), together with approved project baseline schedule and amendments thereto and all Written Amendments, Change Orders, Work Change Directives, and DESIGN PROFESSIONAL's written interpretations and clarifications issued on or after the Effective Date of the Contract, and approved Shop Drawings. Reports and drawings of subsurface and physical conditions are not Contract Documents. Only printed or hard copies of the items listed in this Paragraph are Contract Documents. Files in electronic media format of text, data, graphics, and the like that may be furnished by CITY to CONTRACTOR are not Contract Documents, except project schedules submitted by CONTRACTOR and approved by CITY.

17. Contract Price- The money payable by CITY to CONTRACTOR for completion of the Work in accordance with the Contract Documents as stated in the Agreement.

18. Contract Times- The number of days or the dates stated in the Supplementary Conditions: (a) to achieve Substantial Completion, and (b) to complete the Work so that it is ready for final payment as evidenced by CITY's Representative's written recommendation of final payment.

19. CONTRACTOR- The person, firm, partnership, company, corporation or association licensed or otherwise authorized by law to do business in Missouri, with whom CITY has entered into the Agreement.

20. Day- Shall constitute a Calendar Day.

21. DESIGN PROFESSIONAL- Architect, Engineer or other licensed professional who is either employed by or has contracted with CITY to serve in a design capacity and whose Consultants, members, partners, employees or agents have prepared and sealed the Drawings and Specifications.

The DESIGN PROFESSIONAL(s) is identified and their seals affixed on the Certification Page(s). The certifications describe the respective responsibilities for the Drawings and Specifications prepared by the DESIGN PROFESSIONAL and are incorporated into this Contract.

22. DESIGN PROFESSIONAL's Project Representative- The authorized representative of DESIGN PROFESSIONAL who may be assigned to the Site or any part thereof.

23. Director- The term Director shall mean the duly appointed executive officer of a department of City who is empowered by the City Charter or by the City Council to enter into a contract on behalf of City, or to grant a permit for improvements to land owned by City. A Director is authorized to delegate this authority to a City employee so designated in writing.

24. Drawings- The drawings which graphically show the scope, extent and character of the Work to be furnished and performed by CONTRACTOR and which have been prepared by DESIGN PROFESSIONAL and are included in the Contract Documents. Shop Drawings are not Drawings as so defined.

25. Effective Date of the Contract- The date indicated in the Contract on which it becomes effective, but if no such date is indicated it means the date on which the Contract is fully executed by CITY.

26. General Requirements- Sections of Division 1 of the Specifications. The General Requirements pertain to all sections of the Specifications.

27. Hazardous Environmental Condition- The presence at the Site of Asbestos, Lead-Based Paint, PCBs, Petroleum, Hazardous Waste, or Radioactive Material in such quantities or circumstances that may present a substantial danger to persons or property exposed thereto in connection with the Work.

28. Hazardous Waste- The term Hazardous Waste shall have the meaning provided in Section 1004 of the Solid Waste Disposal Act (42 USC Section 6903) as amended from time to time.

29. Laws or Regulations- Any and all applicable laws, rules, regulations, ordinances, codes and orders of any and all governmental bodies, agencies, authorities and courts having jurisdiction.

30. Lead-Based Paint- Any paint, varnish, stain, or other applied coating that has one (1) mg or more of lead per square centimeter. The terms "lead-based paint" and "lead-containing paint" are synonymous with Lead-Based Paint.

31. Liens- Liens, charges, security interests or encumbrances upon real property or personal property.

32. Milestone- A principal event specified in the Contract Documents relating to an intermediate completion date or time prior to Substantial Completion of all the Work.

33. Notice of Intent to Contract- The written notice by CITY to the apparent successful Bidder stating that upon compliance by that apparent successful Bidder with the conditions in the Bid Documents enumerated, within the time specified, and upon enactment of an appropriate ordinance or resolution, CITY will sign and deliver the Contract.

34. Notice to Proceed- A written notice given by CITY to CONTRACTOR fixing the date on which the Contract Times will commence to run and on which CONTRACTOR shall start to perform CONTRACTOR's obligations under the Contract Documents.

35. Partial Utilization- Use by CITY of a substantially completed part of the Work for the purpose for which it is intended (or a related purpose) prior to Substantial Completion of all the Work.

36. PCBs- Polychlorinated biphenyls.

37. Petroleum- Petroleum, including crude oil or any fraction thereof which is liquid at standard conditions of temperature and pressure (60 degrees Fahrenheit and 14.7 pounds per square inch absolute), such as oil, petroleum, fuel oil, oil sludge, oil refuse, gasoline, kerosene, and oil mixed with other non-Hazardous Wastes and crude oils.

38. Project- The total construction of which the Work to be provided under the Contract Documents may be the whole, or a part as indicated elsewhere in the Contract Documents.

39. Project Manual- The documentary information prepared for bidding and constructing the Work. A listing of the contents of the Project Manual may be issued in one or more volumes and is contained in the table(s) of contents.

40. Radioactive Material- Source, special nuclear, or byproduct material as defined by the Atomic Energy Act of 1954 (42 USC Section 2011 et seq.) as amended from time to time.

41. Samples- Physical examples of materials, equipment, or workmanship that are representative of some portion of the Work and which establish the standards by which such portion of the Work will be judged.

42. Shop Drawings- All drawings, diagrams, illustrations, schedules and other data or information which are specifically prepared or assembled by or for CONTRACTOR and submitted by CONTRACTOR to illustrate some portion of the Work.

43. Site- Lands or areas indicated in the Contract Documents as being furnished by CITY upon which the Work is to be performed, including rights-of-way and easements for access thereto, and such other lands furnished by CITY which are designated for the use of CONTRACTOR.

44. Specifications- Those portions of the Contract Documents consisting of written technical descriptions of materials, equipment, construction systems, standards and workmanship as applied to the Work and certain administrative details applicable thereto.

45. Subcontractor- Any individual, firm, partnership, company, corporation or association licensed or otherwise authorized by law to do business in Missouri, to whom CONTRACTOR, with written notification to CITY, has entered into an agreement to perform a part of the Work.

46. Substantial Completion- When Work (or a specified part thereof) has progressed to the point where, in the opinion of DESIGN PROFESSIONAL as evidenced by DESIGN PROFESSIONAL's definitive certificate of Substantial Completion, it is sufficiently complete, in accordance with the Contract Documents, so that the Work (or specified part) can be utilized for the purposes for which it is intended. The terms "substantially complete" and "substantially completed" as applied to all or part of the Work refer to Substantial Completion thereof.

47. Supplementary Conditions- The part of the Contract Documents which amends and/or supplements these General Conditions.

48. Supplier- A manufacturer, fabricator, supplier, distributor, materialman or vendor having a direct contract with CONTRACTOR or with any Subcontractor to furnish materials or equipment to be incorporated into the Work by CONTRACTOR or any Subcontractor.

49. Underground Facilities- All pipelines, conduits, ducts, cables, wires, manholes, vaults, tanks, tunnels or other such facilities or attachments, and any encasements containing such facilities which have been installed underground to furnish any of the following services or materials: electricity, gases, steam, liquid petroleum products, telephone or other communications, cable television, water, wastewater, storm water, other liquids or chemicals, or traffic or other control systems.

50. Unit Price Work- Work to be paid for on the basis of unit prices.

51. Work- The entire completed construction or the various separately identifiable parts thereof required to be furnished under the Contract Documents. Work includes and is the result of performing or furnishing labor, and furnishing and incorporating material and equipment into the construction, and furnishing documents, all as required by the Contract Documents.

52. Work Change Directive- A written directive to CONTRACTOR, issued on or after the Effective Date of the Contract, signed by CITY and recommended by DESIGN PROFESSIONAL, ordering an addition, deletion or revision in the Work, or responding to differing or unforeseen subsurface or physical conditions under which the Work is to be performed, or to emergencies. A Work Change Directive will not change the Contract Price or the Contract Times, but is evidence that the parties expect that the change directed or

documented by a Work Change Directive will be incorporated in a subsequently issued Change Order following negotiations by the parties as to its effect, if any, on the Contract Price or Contract Times.

53. Work Day - Any day during which the CONTRACTOR is able to work a period of six (6) hours or more. Days that are not Work Days are days during which the CONTRACTOR is unable to work for a period of six (6) hours by reason of strikes, boycotts, labor disputes, embargoes, unusual delays in transportation or shortage of material, acts of God, acts of the public enemy, acts of superior governmental authority, weather conditions, riots, rebellion, sabotage, or any other circumstances for which CONTRACTOR is not responsible or which is not within its control. Saturdays, Sundays, and holidays on which the CONTRACTOR's forces engage in Work requiring the presence of an inspector, will be considered as Work Days.

54. Written Amendment- A written statement modifying the Contract Documents, signed by CITY and CONTRACTOR on or after the Effective Date of the Contract and normally dealing with the non-engineering or non-technical rather than strictly construction-related aspects of the Contract Documents.

1.02 Terminology

A. Intent of Certain Terms or Adjectives

1. Whenever in the Contract Documents the terms "as ordered," "as directed," "as required," "as allowed," "as approved," or terms of like effect or import are used, or the adjectives "reasonable," "suitable," "acceptable," "proper" or "satisfactory" or adjectives of like effect or import are used to describe a requirement, direction, review or judgment of DESIGN PROFESSIONAL as to the Work, it is intended that such requirement, direction, review or judgment will be solely to evaluate, in general, the completed Work for compliance with the requirements of and information in the Contract Documents and conformance with the design concept of the completed Project as a functioning whole as shown or indicated in the Contract Documents (unless there is a specific statement indicating otherwise). The use of any such term or adjective shall not be effective to assign to DESIGN PROFESSIONAL any duty or authority to supervise or direct the furnishing or performance of the Work or any duty or authority to undertake responsibility contrary to the provisions of Paragraph 9.08 or any other provision of the Contract Documents.

B. Defective

1. The word "defective," when modifying the word "Work," refers to Work that is unsatisfactory, faulty or deficient, in that it does not conform to the Contract Documents, or does not meet the requirements of any inspection, reference standard, test or approval referred to in the Contract Documents, or has been damaged prior to CITY 's Representative's recommendation of final payment (unless responsibility for the protection thereof has been assumed by CITY at Substantial Completion in accordance with Paragraph 14.04 or 14.05).

C. Furnish, Install, Perform, Provide

1. The word "furnish," when used in connection with services, materials, or equipment, shall mean to supply and deliver said services, materials, or equipment to the Site (or some other specified location) ready for use or installation and in usable or operable condition.

2. The word "install," when used in connection with services, materials, or equipment, shall mean to put into use or place in final position said services, materials, or equipment complete and ready for intended use.

3. The words "perform" or "provide," when used in connection with services, materials, or equipment, shall mean to furnish and install said services, materials, or equipment complete and ready for intended use.

4. When “furnish,” “install,” “perform,” or “provide” is not used in connection with services, materials, or equipment in a context clearly requiring an obligation of CONTRACTOR, “provide” is implied.

D. Unless stated otherwise in the Contract Documents, words and phrases which have a well-known technical or construction industry or trade meanings are used in the Contract Documents in accordance with such recognized meaning.

ARTICLE 2 PRELIMINARY MATTERS

2.01 Delivery of Bonds

A. CONTRACTOR shall deliver to CITY such Bonds as CONTRACTOR may be required to furnish.

2.02 Evidence of Insurance

A. CONTRACTOR shall deliver to CITY certificates of insurance or other evidence of insurance that CITY may request, which CONTRACTOR is required to purchase and maintain in accordance with Article 5 or any other applicable provision in the Contract Documents.

2.03 Copies of Documents

A. CITY shall furnish to CONTRACTOR one (1) copy of the Drawings and Specifications, including addenda.

2.04 Commencement of Contract Times; Notice to Proceed

A. The Contract Times will commence to run on the date indicated in the Notice to Proceed.

2.05 Starting the Work

A. CONTRACTOR shall start to perform the Work on the date when the Contract Times commence to run, but no Work shall be done at the Site prior to the date on which the Contract Times commence to run, unless otherwise indicated in the Notice to Proceed.

2.06 Before Starting Construction

A. CONTRACTOR's Review of Contract Documents: Before undertaking each part of the Work, CONTRACTOR shall carefully study and compare the Contract Documents and check and verify pertinent figures shown thereon and all applicable field measurements. CONTRACTOR shall promptly report in writing to DESIGN PROFESSIONAL any conflict, error, ambiguity or discrepancy which CONTRACTOR may discover and shall obtain a written interpretation or clarification from DESIGN PROFESSIONAL before proceeding with any Work affected thereby. CONTRACTOR shall not be liable to CITY or DESIGN PROFESSIONAL for failure to report any conflict, error, ambiguity or discrepancy in the Contract Documents, unless CONTRACTOR knew or reasonably should have known thereof.

B. Preliminary Schedules: Within ten (10) days after the Effective Date of the Contract, or on such later date as CITY's Representative shall provide in writing, CONTRACTOR shall submit to CITY's Representative for review:

1. Preliminary Project Schedule: CONTRACTOR shall submit a proposed project schedule for CITY's acceptance. The proposed project schedule shall include a detailed and comprehensive construction schedule utilizing a critical path method diagram network that (a) shows all major procurement and construction elements and phases of the Project; (b) breaks down each element or phase by trade; (c) shows early and late starts so that all float time will be accurately identified; (d) all other activities necessary for the timely completion of the Project in accordance with the scheduled dates for Substantial and Final Completion; and (e) highlights the project's critical path. CITY's acceptance is expressly limited to CITY's acknowledgement that, based upon CITY's limited review, the dates of Substantial

Completion and Milestone dates are acceptable. After final acceptance of the preliminary project schedule by the CITY, it shall be considered the project baseline schedule pursuant to Paragraph 2.07(B).

2. Preliminary schedule of Shop Drawings and Sample submittals which will list each required submittal and the times for submitting, reviewing and processing such submittal; and

3. Preliminary 01290.02 Schedule of Values for all of the Work which will include quantities and prices of items which when added together equals the Contract Price and will subdivide the Work into component parts in sufficient detail to serve as the basis for progress payments during performance of the Work. Such prices will include an appropriate amount of overhead and profit applicable to each item of Work.

C. Preconstruction Conference: Before any Work at the Site may be started, a conference attended by CONTRACTOR, DESIGN PROFESSIONAL and others, as appropriate, will be scheduled by CITY's Representative to establish a working understanding among the parties as to the Work and to discuss the schedules referred to in Paragraph 2.06 B, procedures for handling Shop Drawings and other submittals, processing Applications for Payment, maintaining required records, Claims process, dispute resolution or any other applicable provisions of the Contract Documents.

2.07 Acceptable Schedules

A. Acceptable schedule: The Contractor shall update and submit to the CITY for review the preliminary schedule within seven (7) Calendar Days after the Notice to Proceed.

1. The CITY shall review and make any necessary comments and/or adjustments to the updated preliminary schedule. The Contractor shall incorporate the CITY's comments and resubmit the updated preliminary schedule within seven (7) Calendar Days from receipt of the CITY's comments.

B. Project Baseline Schedule: The accepted updated preliminary schedule shall be considered the project baseline schedule and shall be used by the CONTRACTOR for planning, scheduling, managing, and executing the Work. The project baseline schedule shall not be changed without the written consent of CITY. The project baseline schedule may be further modified by the Supplemental Conditions.

C. CONTRACTOR's schedule of values will be acceptable to CITY's Representative as to form and substance if it provides a reasonable allocation of the Contract Price to component parts of the Work.

ARTICLE 3 CONTRACT DOCUMENTS : INTENT, AMENDING, REUSE

3.01 Intent

A. The Contract Documents comprise the entire Contract between CITY and CONTRACTOR concerning the Work.

B. It is the intent of the Contract Documents to describe a functionally complete Project (or part thereof) to be constructed in accordance with the Contract Documents. Any Work, materials or equipment that may reasonably be inferred from the Contract Documents or from prevailing custom or trade usage as being required to produce the intended result will be furnished and performed whether or not specifically called for at no additional cost to CITY. Clarifications and interpretations of the Contract Documents shall be issued by DESIGN PROFESSIONAL as provided in Paragraph 9.03.

C. Correlation and intent of documents: The Drawings and Specifications are intended to supplement each other. Any Work shown on the Drawings and not mentioned in the Specifications (or vice versa) shall be as binding and shall be completed the same as if mentioned or shown on both. In the event of conflicts or discrepancies among the Contract Documents, interpretations will be based on the following priorities:

1. Change Orders and Written Amendments
2. Project Baseline Schedule Requirements
3. Approved Shop Drawings
4. Addenda, with those of later date having precedence over those of earlier date
5. The Supplementary Conditions
6. The General Conditions
7. Drawings and Specifications

D. In the case of an inconsistency between Drawings and Specifications, the requirements of the Specifications shall govern. If Drawings are in conflict, larger scale details shall govern over smaller or no-scale Drawings. If Specification sections are in conflict with each other, the conflict shall be resolved by DESIGN PROFESSIONAL in accordance with reasonable interpretation of such documents.

E. The general character of the detailed Work is shown on the Drawings, but minor modifications may be made in the full size or scale details. Where the word "similar" occurs on the Drawings, it shall be used in its general sense and not as meaning identical, and all details shall be worked out in relation to their location and their connection to the other parts of the Work. Where on any Drawings a portion of the Work is drawn out and the remainder is indicated in outline, the parts drawn out shall apply also to all other like portions of the Work. Where ornaments or other details are indicated by starting only, such details shall be continued throughout the courses or parts in which they occur and shall also apply to all other similar parts in the Work, unless otherwise indicated.

3.02 Reference to Standards and Specifications of Technical Societies

A. Reference to standards, specifications, manuals or codes of any technical society, organization or association, or to Laws or Regulations, whether such reference be specific or by implication, shall mean the latest standard, specification, manual, code or Laws or Regulations in effect at the time of opening of Bids (or on the date of CONTRACTOR's proposal if there are no Bids), except as may be otherwise specifically stated in the Contract Documents.

1. No provision of any such standard, specification, manual, code or instruction of Supplier shall be effective to change the duties or responsibilities of CITY, CONTRACTOR or DESIGN PROFESSIONAL, or any of their Subcontractors, Consultants, agents, or employees from those set forth in the Contract Documents, nor shall it be effective to assign to CITY or DESIGN PROFESSIONAL or any of their Consultants, agents or employees any duty or authority to supervise or direct the furnishing or performance of the Work or any duty or authority to undertake responsibility inconsistent with the provisions of the Contract Documents.

3.03 Reporting and Resolving Discrepancies

A. Reporting Discrepancies: If, during the performance of the Work, CONTRACTOR discovers any conflict, error, ambiguity or discrepancy within the Contract Documents or between the Contract Documents and any provision of any Laws or Regulations applicable to the performance of the Work or of any standard, specification, manual, code or any instruction of any Supplier referred to in Paragraph 6.07, CONTRACTOR shall report it immediately to DESIGN PROFESSIONAL in writing. CONTRACTOR shall not proceed with the Work affected thereby (except in an emergency as authorized by Paragraph 6.17) until an amendment or supplement to the Contract Documents has been issued by one of the methods indicated in Paragraph 3.04; provided, however, that CONTRACTOR shall not be liable to CITY or DESIGN PROFESSIONAL for failure to report any such conflict, error, ambiguity or discrepancy unless CONTRACTOR knew or reasonably should have known thereof.

B. Resolving Discrepancies. The provisions of the Contract Documents shall take precedence in resolving any conflict, error, ambiguity or discrepancy between the provisions of the Contract Documents and:

1. the provisions of any standard, specification, manual, code or instruction (whether or not specifically incorporated by reference in the Contract Documents); or
2. the provisions of any Laws or Regulations applicable to the performance of the Work.

3.04 Amending and Supplementing Contract Documents

A. The Contract Documents may be amended to provide for additions, deletions and revisions in the Work or to modify the terms and conditions thereof in one or more of the following ways:

1. a Written Amendment or
2. a Change Order (pursuant to Article 10), whether pursuant to a Work Change Directive or otherwise.

B. The requirements of the Contract Documents may be supplemented and minor variations and deviations in the Work may be authorized, in one or more of the following ways

1. DESIGN PROFESSIONAL's approval of a Shop Drawing or Sample (pursuant to Paragraph 6.18), or
2. DESIGN PROFESSIONAL's written interpretation or clarification (pursuant to Paragraph 9.03).

3.05 Reuse of Documents

A. CONTRACTOR and any Subcontractor or Supplier or other person or organization performing or furnishing any of the Work under this Contract:

1. shall not have or acquire any title to or ownership rights in any of the Drawings, Specifications or other documents (or copies of any thereof) prepared by or bearing the seal of DESIGN PROFESSIONAL or Consultant, and
2. shall not reuse any of such Drawings, Specifications, other documents or copies thereof on extensions of the Project or any other project without written consent of CITY, and of DESIGN PROFESSIONAL or Consultant, as applicable, and specific written verification or adaptation by DESIGN PROFESSIONAL or Consultant.

This prohibition will survive final payment, completion, and acceptance of the Work, or termination or completion of the Contract. Nothing herein shall preclude CONTRACTOR from retaining copies of the Contract Documents for record purposes.

ARTICLE 4 AVAILABILITY OF LANDS; SUBSURFACE AND PHYSICAL CONDITIONS; REFERENCE POINTS

4.01 Availability of Lands

A. CITY shall furnish the Site. CITY shall identify any encumbrances or restrictions not of general application but specifically related to use of lands so furnished with which CONTRACTOR will have to comply in performing the Work. Easements for permanent structures or permanent changes in existing facilities will be obtained and paid for by CITY, unless otherwise provided in the Contract Documents. If CONTRACTOR and CITY are unable to agree on entitlement to or the amount or extent of any adjustments in the Contract Price or the Contract Times or both as a result of any delay in CITY's furnishing these lands, rights-of-way or easements, CONTRACTOR may make a Claim as provided in Article 16. CONTRACTOR shall provide for all additional lands and access thereto that may be required for temporary construction facilities or storage of materials and equipment.

4.02 Subsurface and Physical Conditions

A. Reports and Drawings: Reference is made to the Supplementary Conditions for identification of:

1. Subsurface Conditions: Those reports of explorations and tests of subsurface conditions at or contiguous to the Site that have been utilized by DESIGN PROFESSIONAL in preparing the Contract Documents; and
2. Physical Conditions: Those drawings of physical conditions in or relating to existing surface or subsurface structures at or contiguous to the Site (except Underground Facilities) that have been utilized by DESIGN PROFESSIONAL in preparing the Contract Documents.

B. Limited Reliance by CONTRACTOR on Technical Data Authorized: CONTRACTOR may rely upon the general accuracy of the technical data contained in reports and drawings of subsurface or physical conditions, but such reports and drawings are not Contract Documents. The technical data is identified in the Supplementary Conditions. Except for reliance on such technical data, CONTRACTOR may not rely upon or make any Claim against CITY, DESIGN PROFESSIONAL or any Consultant with respect to:

1. the completeness of such reports and drawings for CONTRACTOR's purposes, including, but not limited to, any aspects of the means, methods, techniques, sequences and procedures of construction to be employed by CONTRACTOR and safety precautions and programs incident thereto; or
2. other data, interpretations, opinions and information contained in such reports or shown or indicated in such drawings, or
3. any CONTRACTOR interpretation of or conclusion drawn from any technical data or any such other data, interpretations, opinions or information.

4.03 Differing Subsurface or Physical Conditions

A. Notice of Differing Subsurface or Physical Conditions. If CONTRACTOR believes that any subsurface or physical condition at or contiguous to the Site that is uncovered or revealed either:

1. is of such a nature as to establish that any technical data on which CONTRACTOR is entitled to rely as provided in Paragraphs 4.02 A and 4.02 B is materially inaccurate; or
2. is of such a nature as to require a change in the Contract Documents; or
3. differs materially from that shown or indicated in the Contract Documents; or
4. is of an unusual nature, and differs materially from conditions ordinarily encountered and generally recognized as inherent in work of the character provided for in the Contract Documents; then CONTRACTOR shall, promptly after becoming aware thereof and before further disturbing the subsurface or physical conditions or performing any Work in connection therewith (except in an emergency as required by Paragraph 6.17), notify CITY and DESIGN PROFESSIONAL in writing about such condition(s). CONTRACTOR shall not further disturb such conditions or perform any Work in connection therewith (except as aforesaid) until receipt of written order to do so.

B. DESIGN PROFESSIONAL's Review: After receipt of notice as required by Paragraph 4.03 A, DESIGN PROFESSIONAL will promptly review the pertinent conditions, determine the necessity for CITY to obtain additional exploration or tests with respect thereto and notify CITY in writing (with a copy to CONTRACTOR) of DESIGN PROFESSIONAL's findings and conclusions.

C. Possible Contract Documents Change: If CITY concludes that a change in the Contract Documents is required as a result of a condition that meets one or more of the categories in Paragraph 4.03 A, a Work Change Directive or a Change Order will be issued as provided in Article 10 to reflect and document the consequences of such change.

D. Possible Price or Times Adjustments: An equitable adjustment in the Contract Price or in the Contract Times, or both, will be allowed to the extent that the existence of a subsurface or physical condition causes an increase or decrease in CONTRACTOR's cost of, or time required for, performance of the Work; subject, however, to the following:

1. the condition must meet any one or more of the categories described in Paragraphs 4.03 A.1 through 4.03 A.4, inclusive;
2. a change in the Contract Documents pursuant to Paragraph 4.03 C will not be an automatic authorization of, nor a condition precedent to, entitlement to any such adjustments;
3. with respect to Work that is paid for on a unit price basis, any adjustment in Contract Price will be subject to the provisions of Paragraphs 9.06 and 11.04; and
4. CONTRACTOR shall not be entitled to any adjustment in the Contract Price or Contract Times if;
 - a. CONTRACTOR knew, or by the exercise of ordinary care could have known, of such conditions at the time CONTRACTOR made a final commitment to CITY with respect to Contract Price and Contract Times by the submission of a Bid; or
 - b. the existence of such condition could reasonably have been discovered or revealed as a result of any examination, investigation, exploration, test or study of the Site and contiguous areas required by the Bidding Requirements or Contract Documents to be conducted by or for CONTRACTOR prior to CONTRACTOR's making such final commitment; or
 - c. CONTRACTOR failed to give the written notice as required by Paragraph 4.03 A.

E. If CITY and CONTRACTOR are unable to agree on entitlement to, or magnitude of, an equitable adjustment in the Contract Price pursuant to Article 11 and/or Contract Times pursuant to Article 12, a Claim may be made therefore as provided in Article 16. However, CITY, DESIGN PROFESSIONAL and Consultants shall not be liable to CONTRACTOR for any costs, losses or damages (including but not limited to all fees and charges of engineers, architects, attorneys, and other professionals and all other dispute resolution costs) sustained by CONTRACTOR on or in connection with any other project or anticipated project.

4.04. Physical Conditions – Underground Facilities

A. Shown or Indicated: The information and data shown or indicated in the Contract Documents with respect to existing Underground Facilities at or contiguous to the Site is based on information and data furnished to CITY or DESIGN PROFESSIONAL by the owners of such Underground Facilities or by others.

1. CITY and DESIGN PROFESSIONAL shall not be responsible for the accuracy or completeness of any such information or data; and
2. The cost of all of the following will be included in the Contract Price and CONTRACTOR shall have full responsibility for:
 - a. reviewing and checking all such information and data,
 - b. locating all Underground Facilities shown or indicated in the Contract Documents,
 - c. coordination of the Work with the owners of such Underground Facilities during construction, and
 - d. the safety and protection of all such Underground Facilities as provided in Paragraph 6.14 and repairing any damage thereto resulting from the Work.

B. Not Shown or Indicated: If an Underground Facility is uncovered or revealed at or contiguous to the Site, and was not shown or indicated in the Contract Documents, or was

shown or indicated incorrectly in the Contract Documents, CONTRACTOR shall, promptly after becoming aware thereof and before further disturbing conditions affected thereby or performing any Work in connection therewith (except in an emergency as required by Paragraph 6.17), identify the owner of such Underground Facility and give written notice to that owner and to CITY and DESIGN PROFESSIONAL.

C. DESIGN PROFESSIONAL's Review: After receipt of notice as required by Paragraph 4.04 B, DESIGN PROFESSIONAL will promptly review the consequences of the existence of the Underground Facility and notify CITY in writing (with a copy to CONTRACTOR) of DESIGN PROFESSIONAL's findings and conclusions.

D. Possible Contract Documents Change: If CITY concludes that a change in the Contract Documents is required as a result of the existence of an Underground Facility that either was not shown, or was shown incorrectly, in the Contract Documents, a Work Change Directive or Change Order will be issued as provided in Article 10 to reflect and document the consequences of such change.

E. Possible Price or Times Adjustments: An equitable adjustment in the Contract Price or in the Contract Times, or both, will be allowed to the extent that the existence of the Underground Facility causes an increase or decrease in CONTRACTOR's cost of, or time required for, performance of the Work; subject, however, to the following:

1. a change in the Contract documents pursuant to Paragraph 4.04 D will not be an automatic authorization of, nor a condition precedent to, entitlement to any such adjustments;
2. with respect to Work that is paid for on a unit price basis, any adjustment in Contract Price will be subject to the provisions of Paragraphs 9.06 and 11.04; and
3. CONTRACTOR shall not be entitled to any adjustment in the Contract Price or Contract Times if;
 - a. CONTRACTOR knew, or by the exercise of ordinary care could have known, of the existence of the Underground Facility at the time CONTRACTOR made a final commitment to CITY with respect to Contract Price and Contract Times by the submission of a Bid; or
 - b. the existence of the Underground Facility could reasonably have been discovered or revealed as a result of any examination, investigation, exploration, test or study of the Site and contiguous areas required by the Bidding Requirements or Contract Documents to be conducted by or for CONTRACTOR prior to CONTRACTOR's making such final commitment; or
 - c. CONTRACTOR failed to give the written notice as required by Paragraph 4.04 B.

F. If CITY and CONTRACTOR are unable to agree on entitlement to, or magnitude of, an equitable adjustment in the Contract Price pursuant to Article 11 and/or Contract Times pursuant Article 12, a Claim may be made therefore as provided in Article 16. However, CITY, DESIGN PROFESSIONAL and Consultants shall not be liable to CONTRACTOR for any costs, losses or damages (including but not limited to all fees and charges of engineers, architects, attorneys, and other professionals and all other dispute resolution costs) sustained by CONTRACTOR on or in connection with any other project or anticipated project.

4.05 Reference Points

A. CITY shall provide engineering surveys to establish reference points for construction that in DESIGN PROFESSIONAL's judgment are necessary to enable CONTRACTOR to proceed with the Work. CONTRACTOR shall be responsible for laying out the Work, shall protect and preserve the established reference points and property monuments, and shall make no changes or relocations without the prior written approval of CITY. CONTRACTOR shall report to DESIGN PROFESSIONAL whenever any reference point or property monument is lost or destroyed or requires relocation because of necessary changes in grades or locations, and shall be

responsible for the accurate replacement or relocation of such reference points or property monuments by professionally qualified personnel.

4.06 Asbestos, Lead-Based Paint, PCBs, Petroleum, Hazardous Waste or Radioactive Material

A. Reports and Drawings: Reference is made to the Supplementary Conditions for the identification of those reports and drawings relating to a Hazardous Environmental Condition identified at the Site, if any, that have been utilized by the DESIGN PROFESSIONAL in the preparation of the Contract Documents.

B. Limited Reliance by CONTRACTOR on Technical Data Authorized: CONTRACTOR may rely upon the general accuracy of the technical data contained in reports and drawings relating to a Hazardous Environmental Condition at the Site, but such reports and drawings are not Contract Documents. Such technical data is identified in the Supplementary Conditions. Except for such reliance on such technical data, CONTRACTOR may not rely upon or make any Claim against CITY, DESIGN PROFESSIONAL or any Consultant with respect to:

1. the completeness of such reports and drawings for CONTRACTOR's purposes, including, but not limited to, any aspects of the means, methods, techniques, sequences and procedures of construction to be employed by CONTRACTOR and safety precautions and programs incident thereto; or
2. other data, interpretations, opinions and information contained in such reports or shown or indicated in such drawings; or
3. any CONTRACTOR interpretation of or conclusion drawn from any technical data or any such other data, interpretations, opinions or information.

C. CONTRACTOR shall not be responsible for any Hazardous Environmental Condition uncovered or revealed at the Site which was not shown or indicated in Drawings or Specifications or identified in the Contract Documents to be within the scope of the Work. CONTRACTOR shall be responsible for all Hazardous Environmental Conditions created with any materials brought to the Site by CONTRACTOR, Subcontractors, Suppliers, or anyone else for whom CONTRACTOR is responsible. CONTRACTOR shall not be entitled to an extension of the Contract Times or an increase in the Contract Price if CONTRACTOR, Subcontractor, Supplier or anyone for whom CONTRACTOR is responsible created any Hazardous Environmental Condition at the Site or in connection with the Work.

D. If CONTRACTOR encounters a Hazardous Environmental Condition at the Site or if CONTRACTOR or anyone for whom CONTRACTOR is responsible creates a Hazardous Environmental Condition at the Site, CONTRACTOR shall immediately:

1. secure or otherwise isolate such condition;
2. stop all Work in connection with such condition and in any area affected thereby (except in an emergency as required by Paragraph 6. 15); and
3. notify CITY and DESIGN PROFESSIONAL (and promptly thereafter confirm such notice in writing). CITY shall promptly consult with DESIGN PROFESSIONAL concerning the necessity for CITY to retain a qualified expert to evaluate such condition or take corrective action, if any.

E. CONTRACTOR shall neither resume Work nor be required to resume Work in connection with such condition or in any affected area until after CITY has obtained any required permits related thereto and delivered to CONTRACTOR written notice:

1. specifying that such condition and any affected area is or has been rendered safe for the resumption of Work; or
2. specifying any special conditions under which such Work may be resumed safely. If CITY and CONTRACTOR cannot agree as to entitlement to or on the amount or extent, if any, of any adjustment in Contract Price pursuant to Article 11 and/or Contract Times to

pursuant to Article 12 as a result of such Work stoppage or such special conditions under which Work is agreed to be resumed by CONTRACTOR, a Claim may be made therefore as provided in Article 16.

F. If after receipt of written notice as required in Paragraph 4.06 E, CONTRACTOR does not agree to resume Work based on a reasonable belief it is unsafe, or does not agree to resume such Work under special conditions specified in the notice, then CITY may order the portion of the Work that is in the area affected by such condition to be deleted from the Work. If CITY and CONTRACTOR cannot agree as to entitlement to or magnitude of an equitable adjustment in Contract Price pursuant to Article 11 and/or Contract Times pursuant to Article 12 as a result of deleting such portion of the Work, then a Claim may be made therefore as provided in Article 16. CITY may have such deleted portion of the Work performed by CITY's own forces or others in accordance with Article 7.

G. The provisions of Paragraphs 4.02, 4.03, and 4.04 are not intended to apply to a Hazardous Environmental Condition uncovered or revealed at the Site.

H. All materials used, whether new or salvaged, shall be asbestos-free materials. CONTRACTOR shall immediately call to the attention of the CITY's Representative any specified material or product which the CONTRACTOR knows or suspects to contain asbestos, whether new or salvaged.

ARTICLE 5 BONDS AND INSURANCE

5.01 Performance, Payment and Other Bonds

A. CONTRACTOR shall furnish Performance and Maintenance and Payment Bonds, each in an amount at least equal to the Contract Price, as set out in the Contract Documents, as security for the faithful performance and payment of all CONTRACTOR's obligations under the Contract Documents. These Bonds shall remain in effect at least until one (1) year after the date when final payment of the Contract becomes due, except as provided otherwise by Laws or Regulations or by the Contract Documents. CONTRACTOR shall also furnish such other Bonds as are required by the Supplementary Conditions.

B. All Bonds shall be in the form prescribed by the Contract Documents except as provided otherwise by Laws or Regulations. A certified copy of the agent's authority to act must accompany all Bonds signed by an agent.

C. If the surety on any Bond furnished by CONTRACTOR is declared bankrupt or becomes insolvent, or its right to do business is terminated in any state where any part of the Project is located or it ceases to meet the requirement of Paragraph 5.01 B, CONTRACTOR shall within twenty (20) days thereafter substitute another Bond and surety, both of which must be acceptable to CITY.

5.02 Licensed Sureties and Insurers

A. All Bonds and insurance required by the Contract Documents to be purchased and maintained by CITY or CONTRACTOR shall be obtained from surety or insurance companies that are duly licensed in the State of Missouri and in the jurisdiction in which the Project is located, if not in Missouri, to issue Bonds or insurance policies for the limits and coverages so required. All surety and insurance companies shall hold an A.M. Best rating of A-, V, or better.

5.03 Certificates of Insurance

A. CONTRACTOR shall deliver to CITY and DESIGN PROFESSIONAL, prior to the start of any Work at the Project Site, properly completed certificates of insurance or other evidence that the required insurance is in full force and effect, in a form acceptable to CITY. The receipt or acceptance of a certificate of insurance that does not incorporate the required terms and coverage shall not constitute a waiver by the City of the insurance requirements contained in the Contract Documents.

B. All policies of insurance (and the certificates or other evidence thereof) required to be purchased and maintained by CONTRACTOR in accordance with Paragraphs 5.04 and 5.06 will contain waiver provisions in accordance with Paragraph 5.07 A. The certificates of insurance will contain a provision stating that should any of the policies described in the certificate be cancelled before the expiration date thereof, notice will be delivered in accordance with the policy provisions.

C. If the coverage afforded is cancelled or changed or its renewal is refused, CONTRACTOR shall give at least thirty (30) days prior written notice to CITY and to each other additional insured to whom a certificate of insurance has been issued.

5.04 CONTRACTOR's Liability Insurance

A. CONTRACTOR shall purchase and maintain such liability and other insurance as is appropriate for the Work being performed and furnished, and will provide protection from claims set forth below which may arise out of or result from CONTRACTOR's performance and furnishing of the Work and CONTRACTOR's other obligations under the Contract Documents, whether it is to be performed or furnished by CONTRACTOR, any Subcontractor or Supplier, or by anyone directly or indirectly employed by any of them to perform or furnish any of the Work, or by anyone for whose acts any of them may be liable:

1. claims under workers' compensation, disability benefits and other similar employee benefit acts;
2. claims for damages because of bodily injury, occupational sickness or disease, or death of CONTRACTOR's employees;
3. claims for damages because of bodily injury, sickness or disease, or death of any person other than CONTRACTOR's employees;
4. claims for damages insured by customary personal injury liability coverage;
5. claims for damages, other than to the Work itself, because of injury to or destruction of tangible property wherever located, including loss of use resulting therefore; and
6. claims for damages because of bodily injury or death of any person or property damage arising out of the ownership, maintenance or use of any motor vehicle.

B. The policies of insurance so required by Paragraph 5.04 A, to be purchased and maintained shall:

1. with respect to insurance required by Paragraphs 5.04 A.3 through 5.04 A.5 inclusive, include as additional insureds (subject to any customary exclusion for professional liability) CITY, DESIGN PROFESSIONAL, Consultants and any other individuals or entities identified in the Supplementary Conditions to be listed as additional insureds, and include coverage for the respective officers, directors, partners, employees, agents, and other consultants and subcontractors of each and any of all such additional insureds, and the insurance afforded to these additional insureds shall provide primary coverage for all claims covered thereby;
2. include at least the specific coverages and be written for not less than the limits of liability provided in Paragraph 5.04 C or required by Laws or Regulations, whichever is greater;
3. include completed operations insurance;
4. include contractual liability insurance covering CONTRACTOR's indemnity obligations;
5. remain in effect at least until final payment and at all times thereafter when CONTRACTOR may be correcting, removing or replacing defective Work in accordance with Paragraphs 13.06 and 13.07;

6. with respect to completed operations insurance, and any insurance coverage written on a claims-made basis, remain in effect for at least two (2) years after final payment (and CONTRACTOR shall furnish CITY and each other additional insured identified in the Supplementary Conditions to whom a certificate of insurance has been issued evidence satisfactory to CITY and any such additional insured of continuation of such insurance);

7. contain a cross-liability or severability of interest clause or endorsement. Insurance covering the specified additional insureds shall be primary insurance, and all other insurance carried by the additional insureds shall be excess insurance;

8. with respect to commercial automobile liability, commercial general liability, and umbrella liability insurance, CONTRACTOR shall require its insurance carrier(s) to waive all rights of subrogation against CITY, and CITY's officers, directors, partners, employees and agents; and

9. contain a provision or endorsement that the costs of providing the insureds a defense and appeal, including attorneys' fees, as insureds, shall be supplementary and shall not be included as part of the policy limits but shall remain the insurer's responsibility.

C. Specific policies of insurance required by this Paragraph 5.04 shall include:

1. Workers' Compensation and Employers' Liability Insurance. This insurance shall protect CONTRACTOR against all claims under applicable state workers' compensation laws, including coverage as necessary for the benefits provided under the United States Longshoremen's and Harbor Workers' Act and the Jones Act. CONTRACTOR shall also be protected against claims for injury, disease, or death of employees which, for any reason, may not fall within the provisions of workers' compensation laws. This policy shall include an "all states" or "other states" endorsement. The liability limits shall be not less than:

Workers' Compensation: Statutory

Employers' liability: \$1,000,000 each occurrence

2. Commercial Automobile Liability Insurance. This insurance shall be occurrence type written in comprehensive form and shall protect CONTRACTOR, and CITY, DESIGN PROFESSIONAL and Consultants against all claims for injuries to members of the public and damage to property of others arising from the use of motor vehicles, either on or off the Project Site, whether they are owned, non-owned, or hired.

The liability limits shall be not less than: \$2,000,000

3. Commercial General Liability Insurance. This insurance shall be occurrence type written in comprehensive form acceptable to CITY. This insurance shall protect CONTRACTOR, and CITY, DESIGN PROFESSIONAL and Consultants as additional insureds, against claims arising from injuries, sickness, disease, or death of any person or damage to property arising out of performance of the Work. The policy shall also include coverage for personal injury liability; contractual liability; completed operations and products liability; and for blasting, explosion, and collapse of buildings; and damage to underground property. The liability limits for bodily injury and property damage shall be not less than:

\$2,000,000 combined single limit for each occurrence

\$2,000,000 general aggregate.

4. The insurer's costs of providing the insureds a defense and appeal as additional insureds, including attorney's fees, shall be supplementary and shall not be included as part of the policy limits but shall remain the insurer's separate responsibility.

5.05 CITY's Liability Insurance

A. In addition to the insurance required to be provided by CONTRACTOR under Paragraph 5.04, CITY, at CITY's option, may purchase and maintain at CITY's expense liability insurance

that will protect CITY against claims which may arise from operations under the Contract Documents.

5.06 Property Insurance

A. Unless otherwise provided in the Supplementary Conditions, CONTRACTOR shall purchase and maintain property insurance on the Work at the Site in the amount of the full replacement cost thereof (subject to such deductible amounts as may be provided in the Supplementary Conditions or required by Laws or Regulations). This insurance shall:

1. include the interests of CITY, CONTRACTOR, Subcontractors, and any other persons or entities identified in the Supplementary Conditions, each of whom is deemed to have an insurable interest and shall be listed as an insured or additional insured;
2. be written on a Builder's Risk "all-risk" or open peril or special causes of loss policy form that shall at least include insurance for physical loss or damage to the Work, temporary buildings, falsework and materials and equipment in transit, and shall insure against at least the following perils or causes of loss: fire, lightning, extended coverage, theft, vandalism and malicious mischief, earthquake, tornado, collapse, debris removal, demolition occasioned by enforcement of Laws or Regulations, water damage, damage caused by frost and freezing, and acts of God;
3. be maintained in effect until final payment is made unless otherwise agreed to in writing by CITY with thirty (30) days written notice to each other additional insured to whom a certificate of insurance has been issued.

B. CITY shall not be responsible for purchasing and maintaining any property insurance to protect the interests of CONTRACTOR, Subcontractors or others involved in the Work to the extent of any deductible amounts. The risk of loss within the deductible amounts will be borne by CONTRACTOR, Subcontractor or others suffering any such loss and if any of them wishes property insurance coverage within the limits of such amounts, each may purchase and maintain it at the purchaser's own expense.

5.07 Waiver of Rights

A. CITY and CONTRACTOR intend that all policies purchased in accordance with Paragraphs 5.04 and 5.06 will protect CITY, CONTRACTOR, DESIGN PROFESSIONAL Consultants, Subcontractors, and all other persons or entities identified in the Supplementary Conditions to be listed as insureds or additional insureds in such policies and will provide primary coverage for all losses and damages caused by the perils covered thereby. All such policies shall contain provisions to the effect that in the event of payment of any loss or damage the insurers will have no rights of recovery against any of the insureds or additional insureds thereunder. CITY and CONTRACTOR waive all rights against each other and their respective officers, directors, partners, employees and agents for all losses and damages caused by, arising out of or resulting from any of the perils covered by such policies and any other property insurance applicable to the Work, but only to the extent of insurance coverage; and, in addition, waive all such rights against DESIGN PROFESSIONAL, Consultants, Subcontractors, and all other persons or entities identified in the Supplementary Conditions to be listed as insureds or additional insureds (and the officers, directors, partners, employees, agents, and other consultants and subcontractors of any and each of them) under such policies for losses and damages so caused and covered by insurance. None of the above waivers shall extend to the rights that any party making such waiver may have to the proceeds of insurance held by CITY as trustee or otherwise payable under any policy so issued. None of the above waivers shall apply if specifically in conflict with Laws and Regulations.

5.08 Receipt and Application of Insurance Proceeds

A. Any insured loss under the property insurance will be adjusted with CITY and made payable to CITY as fiduciary for the insureds, as their interests may appear, subject to the requirements of any indentures of indebtedness entered into by CITY.

B. CITY as fiduciary shall have power to adjust and settle any loss with the insurers unless one of the parties in interest shall object to CITY's exercise of this power in writing within fifteen (15) days after the occurrence of loss. If such objection is made, CITY as fiduciary shall make settlement with the insurers in accordance with such agreement as the parties in interest may reach. If no such agreement among the parties in interest is reached, CITY as fiduciary shall adjust and settle the loss with the insurers.

5.09 Partial Utilization – Property Insurance

A. If CITY finds it necessary to occupy or use a portion or portions of the Work prior to Substantial Completion of all the Work, such use or occupancy may be accomplished in accordance with Paragraph 14.05; provided that no such use or occupancy shall commence before the insurers providing the property insurance have acknowledged notice thereof and in writing effected any changes in coverage necessitated thereby. The insurers providing the property insurance shall consent by endorsement on the policy or policies, but the property insurance shall not be canceled or permitted to lapse on account of any such partial use or occupancy.

ARTICLE 6 CONTRACTOR'S RESPONSIBILITIES

6.01 Indemnification

A. For purposes of this Paragraph 6.01 only, the following terms shall have the meanings listed:

1. Claims means all claims, damages, liability, losses, costs and expenses, including court costs and reasonable attorneys' fees, including attorney's fees incurred by the City in the enforcement of this indemnity obligation.

2. CONTRACTOR'S Agents means CONTRACTOR's officers, employees, sub-consultants, subcontractors, successors, assigns, invitees, and other agents.

3. CITY means CITY, its Program Manager/Construction Advisor and any of their agents, officials, officers, employees and program managers or construction advisors.

B. CONTRACTOR's obligations under this Paragraph with respect to indemnification for acts or omissions, including negligence, of CITY, shall be limited to the coverage and limits of insurance that CONTRACTOR is required to procure and maintain under this Contract. CONTRACTOR affirms that it has had the opportunity to recover the costs of the liability insurance required in this Contract in its contract price.

C. CONTRACTOR shall defend, indemnify and hold harmless CITY from and against all Claims arising out of or resulting from all acts or omissions in connection with this Contract caused in whole or in part by CONTRACTOR or CONTRACTOR's Agents, regardless of whether or not caused in part by any act or omission, including negligence, of OWNER.

D. In any and all Claims against CITY, DESIGN PROFESSIONAL, CONSULTANT, or any of their respective agents, officers, directors or employees by any employee (or the survivor or personal representative of such employee) of CONTRACTOR, any Subcontractor, any Supplier, any person or organization directly or indirectly employed by any of them to perform or furnish any of the Work, or anyone for whose acts any of them may be liable, the indemnification obligation under Paragraph 6.01 C shall not be limited in any way by any limitation on the amount or type of damages, compensation or benefits payable by or for CONTRACTOR or any such Subcontractor, Supplier or other person or organization under workers' compensation acts, disability benefit acts or other employee benefit acts.

E. The indemnification obligations of CONTRACTOR under Paragraph 6.01 C shall not extend to liability arising out of, resulting from, or caused by the professional negligence, errors or omissions of DESIGN PROFESSIONAL, CONSULTANT, or any of their respective agents, officers, directors or employees.

6.02 Supervision and Superintendence

A. CONTRACTOR shall supervise, inspect and direct the Work competently and efficiently, devoting such attention thereto and applying such skills and expertise as may be necessary to perform the Work in accordance with the Contract Documents. CONTRACTOR shall be solely responsible for the means, methods, techniques, sequences and procedures of construction, but CONTRACTOR shall not be responsible for the negligence of others in the design or specification of a specific means, method, technique, sequence or procedure of construction which is shown or indicated in and expressly required by the Contract Documents. CONTRACTOR shall be responsible to see that the completed Work complies accurately with the Contract Documents.

B. At all times during the progress of the Work, CONTRACTOR shall assign a competent resident superintendent of the Work, who shall not be replaced without written request to and approval by CITY except under extraordinary circumstances. The superintendent will be CONTRACTOR's representative at the Site and shall have authority to act on behalf of CONTRACTOR. All communications given to or received from the superintendent shall be binding on CONTRACTOR.

C. If it is determined to be in the best interest of the Work, CONTRACTOR shall replace the project manager, resident superintendent or any other employee of the CONTRACTOR, Subcontractors, Suppliers or other persons or organizations performing or furnishing any of the Work on the project upon written request by the CITY.

6.03 Services, Working Hours, Labor, Materials and Equipment

A. CONTRACTOR shall provide competent, suitably qualified personnel to survey, lay out and construct or perform the Work as required by the Contract Documents. CONTRACTOR shall at all times maintain good discipline and order at the Site. Except as otherwise required for the safety or protection of persons or the Work or property at the Site or adjacent thereto, and except as otherwise indicated in the Contract Documents, all Work at the Site shall be performed during regular working hours. CONTRACTOR shall not permit overtime work or the performance of Work on Saturday, Sunday or any legal holiday without CITY's written consent given after prior written notice to DESIGN PROFESSIONAL.

B. Unless otherwise specified in Division 1, General Requirements, CONTRACTOR shall furnish and assume full responsibility for all services, materials, equipment, labor, transportation, construction equipment and machinery, tools, appliances, fuel, power, light, heat, telephone, water, sanitary facilities, temporary facilities and all other facilities and incidentals necessary for the furnishing, performance, testing, start-up and completion of the Work.

C. All materials and equipment shall be of good quality and new, except as otherwise provided in the Contract Documents. All warranties and guarantees specifically called for by the Specifications shall expressly run to the benefit of CITY. If required by DESIGN PROFESSIONAL, CONTRACTOR shall furnish satisfactory evidence (including reports of required tests) as to the source, kind, and quality of materials and equipment. All materials and equipment shall be stored, applied, installed, connected, erected, used, cleaned and conditioned in accordance with instructions of the applicable Supplier, except as otherwise provided in the Contract Documents.

D. It is the policy of the CITY that any manufactured goods or commodities used or supplied in the performance of this Contract and any subcontract hereto shall be manufactured or produced in the United States whenever possible.

6.04 Progress Schedule

A. CONTRACTOR shall adhere to the progress schedule established in accordance with Article 2 as it may be adjusted from time to time as provided below:

1. CONTRACTOR shall provide, at least once every thirty (30) calendar days, updated information on the project schedule, including thirty (30) day look ahead schedules, projected variances per event category and per Subcontractor, identification of all variances and calculation of the number of Days difference between the as-built critical path and the project schedule critical path

2. CONTRACTOR shall, with each application for payment, provide completed monthly updated status report for the previous month on the project schedule and updated information indicating as-built and as-planned conditions. The updated information on the project schedule shall not modify any Milestone dates in the project schedule that CITY has previously approved. The updated information required is a condition precedent to payment pursuant to paragraph 14.02 and shall include at a minimum:

- a. a concise statement of the outlook for meeting project schedule dates and the reasons for any change in outlook from the previous report;
- b. a review of any significant technical problems encountered during the month;
- c. an explanation of any corrective action taken or proposed; and
- d. a summary of any Claims anticipated by CONTRACTOR with respect to the Work, including the anticipated costs and schedule impacts of any such Claims.

6.05 Recovery Schedules

A. If the CONTRACTOR should:

1. fail, refuse or neglect to supply a sufficient number of workers or to deliver the materials or equipment with such promptness as to prevent the delay in the progress of the Work;
2. fail in any respect to commence and diligently prosecute the Work in accordance with the approved baseline project schedule in order to achieve substantial completion;
3. fail to commence, prosecute, finish, deliver or install the different portions of the Work on time as specified in the approved baseline project schedule; or
4. fail in the performance of any of the material covenants of the Contract Documents;

CITY shall have the right to direct the CONTRACTOR, upon seven (7) calendar days notice, to prepare a written recovery plan, for CITY's approval, to accelerate the Work in order to conform to the approved baseline project schedule, including, without limitation, providing additional labor or expediting delivery of materials, performing overtime or re-sequencing the Work without adjustments to the Contract value. Upon CITY's approval of the recovery plan, CONTRACTOR shall accelerate the Work in accordance with the plan.

B. Proposed recovery schedules shall be submitted to the CITY as a separate project plan for review and approval by CITY prior to incorporation into the approved baseline schedule. The recovery schedule shall be submitted in a format compatible with the baseline schedule format. Each proposed revision shall be submitted as a separate schedule, with the following minimum requirements:

1. A critical path method diagram showing revised and affected activities or Milestones.
2. An activity report for all revised and affected activities or Milestones.

C. Upon acceptance of the recovery schedule by CITY, data shall be added or revised for all new or revised activities and incorporated into the approved baseline project schedule.

6.06 Substitutes and “Or-Equal” Items

A. Materials or equipment: Whenever an item of material or equipment is specified or described in the Contract Documents by using the name of a proprietary item or the name of a particular Supplier, the specification or description is intended to establish the type, function, appearance and quality required. Unless the specification or description contains, or is followed by, words reading that no like, equivalent or “or-equal” item or no substitution is permitted, other items of material or equipment or material or equipment of other Suppliers may be submitted to CITY for review by CITY’s Representative under the following circumstances:

1. “Or-Equal”: If, prior to receipt of Bids, Bidder proposes an item of material or equipment as functionally equal to that named and sufficiently similar so that no change in related Work will be required, CITY’s Representative may request DESIGN PROFESSIONAL to consider it as an “or-equal” item. DESIGN PROFESSIONAL will review and recommend the acceptance, or rejection, of the proposed item to the CITY’s Representative. For the purposes of this Paragraph, a proposed item of material or equipment will be considered functionally equal to an item so named if:

a. in the exercise of reasonable judgment DESIGN PROFESSIONAL determines that:

(1) it is at least equal in quality, durability, appearance, strength, and design characteristics; and

(2) it will reliably perform at least equally well the function imposed by the design concept of the completed Project as a functioning whole; and

b. Bidder certifies that:

(1) there is no increase in cost to the CITY; and

(2) it will conform substantially, even with deviations, to the detailed requirements of the item named in the Contract Documents.

If the CITY’s Representative approves the proposed item, it may be accepted by CITY.

2. Substitute Items: If CONTRACTOR proposes an item of material or equipment as a substitute item, then CONTRACTOR shall submit sufficient information as provided below to allow CITY’s Representative to determine that the item of material or equipment proposed is essentially equivalent to that named and an acceptable substitute therefore. The procedure for review by the CITY’s Representative will include the following as supplemented in the General Requirements and as CITY’s Representative may determine is appropriate under the circumstances:

a. Requests for review of proposed substitute items of material or equipment will not be accepted by CITY’s Representative from anyone other than CONTRACTOR.

b. If CONTRACTOR wishes to furnish or use a substitute item of material or equipment, CONTRACTOR shall first make written application to CITY’s Representative for acceptance thereof.

c. In the application, CONTRACTOR shall certify that the proposed substitute will perform adequately the functions and achieve the results called for by the general design, be similar in substance to that specified and be suited to the same use as that specified. The application will state the extent, if any, to which the evaluation and acceptance of the proposed substitute will impact CONTRACTOR’s achievement of Substantial Completion, whether or not acceptance of the substitute for use in the Work will require a change in any of the Contract Documents (or in the provisions of any other direct contract with CITY for work on the Project) to adapt the design to the proposed substitute and whether or not incorporation or use of the substitute in connection with the Work is subject to payment of any license fee or royalty.

d. All variations of the proposed substitute from that specified will be identified in the application and available maintenance, repair and replacement service will be indicated. The application will also contain an itemized estimate of all costs or credits that will result directly or indirectly from acceptance of such substitute, including costs of redesign and claims of other contractors affected by the resulting change, all of which will be considered by CITY's Representative in evaluating the proposed substitute. CITY's Representative may require CONTRACTOR to furnish additional data about the proposed substitute.

If the CITY's Representative approves the proposed item, CITY may accept it.

B. Substitute Construction Methods or Procedures: If a specific means, method, technique, sequence or procedure of construction is shown or indicated in and expressly required by the Contract Documents, CONTRACTOR may furnish or utilize a substitute means, method, technique, sequence or procedure of construction acceptable to DESIGN PROFESSIONAL. CONTRACTOR shall notify CITY and submit sufficient information to allow DESIGN PROFESSIONAL, in DESIGN PROFESSIONAL's sole discretion, to determine that the substitute proposed is equivalent to that expressly called for by the Contract Documents.

C. Expenses: Bidder shall provide all data in support of any "or equal" at Bidder's expense, and CONTRACTOR shall provide all data in support of any proposed substitute at CONTRACTOR's expense.

D. Evaluation: DESIGN PROFESSIONAL and CITY's Representative will be allowed a reasonable time within which to evaluate each proposal or submittal made pursuant to Paragraphs 6.06 A, and 6.06 B. CITY will be the sole judge of acceptability. No "or-equal" or substitute will be ordered, installed or utilized without CITY's prior written acceptance which will be evidenced by either a Change Order or an approved Shop Drawing. CITY may require CONTRACTOR to furnish at CONTRACTOR's expense, a special performance guarantee or other surety with respect to any "or-equal" substitute. DESIGN PROFESSIONAL will record time required by DESIGN PROFESSIONAL and Consultants in evaluating substitutes proposed or submitted by CONTRACTOR pursuant to Paragraphs 6.06 A and 6.06 B and in making changes in the Contract Documents (or in the provisions of any other direct contract with CITY for work on the Project) occasioned thereby. Whether or not CITY accepts a substitute so proposed or submitted by CONTRACTOR, CONTRACTOR shall reimburse CITY for the reasonable charges of DESIGN PROFESSIONAL and Consultants for evaluating each such proposed substitute.

6.07 Concerning Subcontractors, Suppliers and Others

A. CONTRACTOR shall not employ or retain any Subcontractor, Supplier or other person or organization (including those acceptable to CITY as indicated in Paragraph 6.07 B), whether initially or as a substitute, against whom CITY has a reasonable objection, including but not limited to debarment by City or another governmental entity or decertification of the Subcontractor from the City's Minority and Women's Business Enterprise Program as a result of the Subcontractor's failure to comply with any of the requirements of the provisions of Chapter 3 of the City's Code as determined by the Director of the Civil Rights and Equal Opportunity Department. Contractor shall insert this provision in any subcontractor agreement associated with this Contract. CONTRACTOR shall not be required to employ any Subcontractor, Supplier or other person or organization to furnish or perform any of the Work against whom CONTRACTOR has reasonable objection. CONTRACTOR shall submit required information for all Subcontractors on Form 01290.09 - Subcontractor and Major Material Suppliers List, provided in these Contract Documents, prior to Subcontractor beginning Work at the Site.

B. The Supplementary Conditions require the identity of certain Subcontractors, Suppliers or other persons or organizations (including those who are to furnish the principal items of materials or equipment) to be submitted to CITY on or before the date specified in the Supplementary Conditions, for acceptance by CITY. If CONTRACTOR has submitted a list

thereof in accordance with the Supplementary Conditions, CITY may accept (either in writing or by failing to make written objection thereto by the date indicated for acceptance or objection in the Contract Documents) any such Subcontractor, Supplier or other person or organization so identified, or may reject same on the basis of reasonable objection after due investigation, in which case CONTRACTOR shall submit an acceptable replacement for the rejected Subcontractor, Supplier or other person or organization. The Contract Price will be adjusted by the difference in the cost occasioned by such substitution, and an appropriate Change Order will be issued or Written Amendment signed. No acceptance by CITY of any such Subcontractor, Supplier or other person or organization shall constitute a waiver of any right of CITY or DESIGN PROFESSIONAL to reject defective Work.

C. CONTRACTOR shall be fully responsible to CITY for all acts and omissions of the Subcontractors, Suppliers and other persons and organizations performing or furnishing any of the Work under a direct or indirect contract with CONTRACTOR just as CONTRACTOR is responsible for CONTRACTOR's own acts and omissions. Nothing in the Contract Documents shall create for the benefit of any such Subcontractor, Supplier or other person or organization any contractual relationship between CITY or DESIGN PROFESSIONAL and any such Subcontractor, Supplier or other person or organization, nor shall it create any obligation on the part of CITY or DESIGN PROFESSIONAL to pay or to see to the payment of any moneys due any such Subcontractor, Supplier or other person or organization except as may otherwise be required by Laws or Regulations.

D. CONTRACTOR shall be solely responsible for scheduling and coordinating the Work of Subcontractors, Suppliers and other persons and organizations performing or furnishing any of the Work under a direct or indirect contract with CONTRACTOR.

E. CONTRACTOR shall contractually require all Subcontractors, Suppliers and such other persons and organizations performing or furnishing any of the Work to communicate with CITY and DESIGN PROFESSIONAL through CONTRACTOR.

F. The divisions and sections of the Specifications and the identifications of any Drawings shall not control CONTRACTOR in dividing the Work among Subcontractors or Suppliers or delineating the Work to be performed by any specific trade.

G. All Work performed for CONTRACTOR by a Subcontractor or Supplier shall be pursuant to an appropriate written agreement between CONTRACTOR and the Subcontractor or Supplier that specifically binds the Subcontractor or Supplier to the applicable terms and conditions of the Contract Documents for the benefit of CITY. Whenever any such agreement is with a Subcontractor or Supplier who is listed as an additional insured on the property insurance provided in Paragraph 5.06, the agreement between the CONTRACTOR and the Subcontractor or Supplier will contain provisions whereby the Subcontractor or Supplier waives all rights against CITY, CONTRACTOR, DESIGN PROFESSIONAL, Consultants and all other additional insureds for all losses and damages caused by, arising out of or resulting from any perils, to the extent covered by such policies and any other property insurance applicable to the Work. If the insurers on any such policies require separate waiver forms to be signed by any Subcontractor or Supplier, CONTRACTOR will obtain the same.

H. Except as otherwise provided in this subsection H and in accordance with the provisions of subsection C hereof, the agreement between CONTRACTOR and the Subcontractor or Supplier referred to in subsection G, shall provide that the CONTRACTOR and the Subcontractor or Supplier agree not to request CITY or CITY's Representative to intervene in or facilitate the resolution of claims or contract disputes arising out of or related to the agreement between CONTRACTOR and the Subcontractor or Supplier. Furthermore, the Contracts between CONTRACTOR and Subcontractors or Suppliers shall provide that all unresolved claims and disputes between CONTRACTOR and the Subcontractor or Supplier that remain unresolved after thirty (30) calendar days from the notice of claim, shall be subject to mediation as a condition precedent to the institution of legal proceedings by either party. Any such mediation shall be conducted in accordance with the CITY's Code Section 3-467.

I. CONTRACTOR shall not insert any provision in any subcontractor agreement associated with this Contract that explicitly states or implies that the subcontractor shall only be paid for work performed if or when the general CONTRACTOR is paid by the CITY . Contractor's compliance with this provision is a material term of this Contract.

J. CONTRACTORS shall not deny any Subcontractor subcontracting opportunities solely because the Subcontractor is not a signatory to collective bargaining agreements with organized labor.

6.08 Patent Fees and Royalties

A. CONTRACTOR shall pay all license fees and royalties and assume all costs incident to the use in the performance of the Work or the incorporation into the Work of any invention, design, process, product or device which is the subject of patent rights or copyrights held by others. If a particular invention, design, process, product or device is specified in the Contract Documents for use in the performance of the Work, and if to the actual knowledge of CITY or DESIGN PROFESSIONAL its use is subject to patent rights or copyrights calling for the payment of any license fee or royalty to others, the existence of such rights shall be disclosed by CITY in the Contract Documents. To the fullest extent permitted by Laws or Regulations, CONTRACTOR shall defend, indemnify and hold harmless CITY, DESIGN PROFESSIONAL, Consultants and the officers, directors, employees, agents and other consultants of each and any of them from and against all claims, costs, losses and damages (including but not limited to all fees and charges of engineers, architects, attorneys, and other professionals and all court or arbitration or other dispute resolution costs) arising out of or resulting from any infringement of patent rights or copyrights incident to the use in the performance of the Work or resulting from the incorporation into the Work of any invention, design, process, product or device not specified in the Contract Documents.

6.09 Permits

A. Unless otherwise provided in the Supplementary Conditions, CONTRACTOR shall obtain and pay for all construction permits and licenses. CITY shall assist CONTRACTOR, when necessary, in obtaining such permits and licenses. CONTRACTOR shall pay all governmental charges and inspection fees necessary for the prosecution of the Work, which are applicable at the time of opening of Bids, or, if there are no Bids, on the Effective Date of the Contract. CONTRACTOR shall pay all charges of utility owners for connections to the Work.

B. CONTRACTOR, at its own expense, shall comply with all Federal, State and local laws and regulations, including, but not limited to the Missouri Clean Water Law (Chapter 644 RSMo) together with any accompanying regulation(s) contained in the Missouri Code of State Regulations (CSR Title 10), as well as any implementing permits, together with any CITY Provisions during the life of this Contract including but not limited to:

1. Approvals and permits as required for construction or land disturbance activities.
2. Compliance with the State of Missouri – Department of Natural Resources (“MDNR”) Missouri State Operating Permit (“Land Disturbance Permit”), MO-R100006 for all construction or land disturbance activity.
3. Development and implementation of a Storm Water Pollution Prevention Plan (SWPPP).
 - (a) Contractor shall not commence land disturbance activity until the initial SWPPP has been finalized.
 - (b) Preparation and submittal of all applications, documentation and exhibits required to obtain MDNR approvals for uninterrupted Work at the Site.
 - (c) Amending/Updating SWPPP.
 - (d) Site Inspections and submittal of Inspection Reports

(e) Proper Operation and Maintenance to achieve compliance with the terms of the Permit.

(f) Maintenance of required records in accordance with MDNR requirements and requirements included in Article 6 of these Contract Documents.

4. In addition to requirements of Article 6, Contractor shall also provide record access to Missouri Department of Natural Resources (MDNR).

5. Failure to control erosion and water pollution is a permit violation. CONTRACTOR shall have 24 hours after receiving notice of the violation to correct the problem. If the CONTRACTOR fails to correct the problem after the time prescribed, the City will hire a remediation expert to fix the problem. In such an event, the CONTRACTOR shall be liable to the City for the remediation costs plus a 10% mark-up of the total contract price. If the CONTRACTOR receives three (3) notices of violation of the erosion control plan and the City's MS4 permit, the Director may issue a stop work order and delay any payment until control measures are properly functioning and stream damage has been mitigated. In such an event, any delay to the project schedule will result in liquidated damages assessed against the CONTRACTOR.

6.10 Compliance with Laws and Regulations

A. CONTRACTOR shall comply with all federal, state and local laws, ordinances and regulations applicable to the work and this Contract. CONTRACTOR shall give all notices and comply with all Laws or Regulations applicable to furnishing and performing the Work. Except where otherwise expressly required by applicable Laws or Regulations, neither CITY nor DESIGN PROFESSIONAL shall be responsible for monitoring CONTRACTOR's compliance with any Laws or Regulations. The Laws or Regulations included in this Paragraph shall include, but not be limited to, those set forth in the Supplementary Conditions.

B. Failure to Comply. If CONTRACTOR performs any Work in violation of applicable Laws or Regulations, CONTRACTOR shall bear all claims, costs, losses and damages (including but not limited to all fees and charges of engineers, architects, attorneys, and other professionals and all court or arbitration or other dispute resolution costs) caused by, arising out of or resulting therefrom; however, it shall not be CONTRACTOR's primary responsibility to make certain that the Specifications and Drawings are in accordance with Laws or Regulations, but this shall not relieve CONTRACTOR of CONTRACTOR's obligations under Paragraph 3.03.

C. Conflicts of Interest. The provisions of City's Code Sections 2-2001 and 3-301, prohibiting City officers and employees from having a financial or personal interest in any contract with City, and Code Sections 3-307, and 3-309, imposing sanctions for violations, shall apply to this Contract. CONTRACTOR certifies that no officer or employee of City has, or will have, a direct or indirect financial or personal interest in this Contract, and that no officer or employee of City, or member of such officer's or employee's immediate family, either has negotiated, or has or will have an arrangement concerning employment to perform services on behalf of CONTRACTOR on this Contract.

D. Licenses and Permits. CONTRACTOR, at its own expense, shall secure or cause to be secured all licenses and permits from public or private sources necessary for the fulfillment of its obligations under this Contract. All references in this Contract to the "Code" shall mean City's Code of Ordinances, including any amendments thereto or re-codification thereof unless the context clearly indicates otherwise. CONTRACTOR shall obtain copies of all necessary licenses and permits from Subcontractors required for the Work before Subcontractors begin Work at the Site. CONTRACTOR shall retain such evidence in its files and make available to CITY within ten (10) days after CITY's written request.

E. Americans with Disabilities Act. CONTRACTOR agrees to comply, during the course of this Contract, with all provisions of Title II of the 2010 ADA Standards for Accessible Design as amended from time to time.

F. Affirmative Action. If the Contract Price exceeds \$300,000.00 and CONTRACTOR employs fifty (50) or more people, CONTRACTOR shall comply with City's Affirmative Action requirements in accordance with the provisions of Chapter 3 of City's Code, the rules and regulations relating to those sections, and any additions or amendments thereto. CONTRACTOR shall not discriminate against any employee or applicant for employment because of race, color, sex, religion, national origin or ancestry, disability, sexual orientation, gender identity or age in a manner prohibited by Chapter 3 of City's Code.

CONTRACTOR shall:

1. Submit, in print or electronic format, a copy of CONTRACTOR'S current certificate of compliance to the City's Civil Rights and Equal Opportunity Department (CREO) prior to receiving the first payment under the contract, unless a copy has already been submitted to CREO at any point within the previous two calendar years. If, and only if, CONTRACTOR does not possess a current certification of compliance, CONTRACTOR shall submit, in print or electronic format, a copy of its affirmative action program to CREO prior to receiving the first payment under the contract, unless a copy has already been submitted to CREO at any point within the previous two calendar years.

2. Require any Subcontractor awarded a subcontract exceeding \$300,000.00 to affirm that Subcontractor has an affirmative action program in place and will maintain the affirmative action program in place for the duration of the subcontract.

3. Obtain from any Subcontractor awarded a subcontract exceeding \$300,000.00 a copy of the Subcontractor's current certificate of compliance and tender a copy of the same, in print or electronic format, to CREO within thirty (30) days from the date the subcontract is executed. If, and only if, Subcontractor does not possess a current certificate of compliance, CONTRACTOR shall obtain a copy of the Subcontractor's affirmative action program and tender a copy of the same, in print or electronic format, to CREO within thirty (30) days from the date the subcontract is executed.

City has the right to take action as directed by City's Civil Rights and Equal Opportunity Department to enforce this provision. If CONTRACTOR fails, refuses or neglects to comply with the provisions of Chapter 3 of City's Code, then such failure shall be deemed a total breach of this Contract and this Contract may be terminated, canceled or suspended, in whole or in part, and CONTRACTOR may be declared ineligible for any further contracts funded by City for a period of one (1) year. This is a material term of this Contract.

G. Minority and Women Business Enterprises and Workforce. City is committed to ensuring that minorities and women participate to the maximum extent possible in the performance of City's construction contracts. If minority and women business enterprise (M/WBE) goals have been set for this Contract, CONTRACTOR agrees to comply with all requirements of City's Minority and Women's Business Enterprise Program as enacted in City's Code, Sections 3-421 through 3-469 and as hereinafter amended. CONTRACTOR shall meet or exceed both the MBE and WBE goals set forth in its Contractor Utilization Plan/Request for Waiver. If workforce utilization goals are applicable to this Contract, CONTRACTOR agrees to comply with all requirements of City's Construction Employment Program as enacted in City's Code, Sections 3-501 through 3-527 and as hereinafter amended. CONTRACTOR shall meet or exceed the construction employment goals unless the same shall have been waived in the manner provided by law. CONTRACTOR's compliance with this provision is a material part of this Contract.

H. Records.

1. For purposes of this section:

(a) "City" shall mean the City Auditor, the City's Internal Auditor, the City's Director of Civil Rights and Equal Opportunity, the City Manager, the City department administering this Contract and their delegates and agents.

(b) "Record" shall mean any document, book, paper, photograph, map, sound recordings or other material, regardless of physical form or characteristics, made or received in connection with this Contract and all Contract amendments and renewals.

2. CONTRACTOR shall maintain and retain all Records for a term of five (5) years that shall begin after the expiration or termination of this Contract and all Contract amendments. City shall have a right to examine or audit all Records and CONTRACTOR shall provide access to City of all records upon ten (10) days written notice from the City.

I. Prevailing Wage.

1. CONTRACTOR shall comply and require its Subcontractors to comply with;

a. sections 290.210 to 290.340, RSMO the State of Missouri Prevailing Wage Law (the "Law"); and

b. 8 CSR 30-3.010 to 8 CSR 30-3.060, the Prevailing Wage Law Rules (the "Rules"); and

c. the Annual Wage Order (Wage Order) issued by the State of Missouri's Department of Labor and Industrial Relations; and

d. any applicable Annual Incremental Wage Increase (Wage Increase) to the Annual Wage Order.

2. The Law, Rules, Annual Wage Order and any Wage Increase are incorporated into and made part hereof this Contract and shall be collectively referred to in this Section as the "Prevailing Wage Requirements."

3. CONTRACTOR shall pay and require its Subcontractors to pay to all workers performing work under this Contract not less than the prevailing hourly rate of wages for the class or type of work performed by the worker in accordance with the Law, Rules, Wage Order and any applicable Wage Increase. CONTRACTOR shall take whatever steps are necessary to insure that the prevailing hourly wage rates are paid and that all workers for CONTRACTOR and each of its Subcontractors are paid for the class or type of work performed by the worker in accordance with the Prevailing Wage Requirements. If CONTRACTOR shall fail to start to perform CONTRACTOR's obligations under the Contract Documents within sixty (60) days from the Effective Date of the Contract, CONTRACTOR and each of its subcontractors shall be obligated to pay all workers in accordance with any new Wage Order, as subsequently amended by any applicable Wage Increase, issued by the Department of Labor and Industrial Relations within the aforementioned sixty (60) day period. The new Wage Order and any applicable Wage Increase shall govern notwithstanding the fact that the Wage Order being replaced might be physically attached or incorporated in the Contract Documents.

4. Prior to each of its Subcontractors beginning Work on the Site, CONTRACTOR shall require each Subcontractor to complete CITY's Form 00490 entitled "Pre-contract Certification" that sets forth the Subcontractor's prevailing wage and tax compliance history for the two (2) years prior to the bid. CONTRACTOR shall retain one (1) year and make the Pre-contract Certifications available to CITY within five (5) days after written request.

5. CONTRACTOR shall:

a. Keep and require each of its Subcontractors engaged in the construction of public works in performance of the Contract to keep full and accurate records on City's "Daily Labor Force Report" Form indicating the worker's name, occupational title or classification group & skill and the workers' hours. City shall furnish blank copies of the Daily Labor Force Report Form to Contractor for its use and for distribution to Subcontractors. Contractor shall submit its and its Subcontractors Daily Labor Force Reports to City each day; and

b. Submit, and require each of its Subcontractors engaged in the construction of public works in performance of the Contract to submit electronically, in a format prescribed by the City, Certified Payroll Report Information indicating the worker's name, address, social security number, occupation(s), craft(s) of every worker employed in connection with the public work together with the number of hours worked by each worker and the actual wages paid in connection with the Project and other pertinent information as requested by the City; and

c. Submit, and require each of its Subcontractors engaged in the construction of public works in performance of the Contract to submit, electronically, in format prescribed by the City, a Payroll Certification. The Payroll Certification must be signed by the employee or agent who pays or supervises the payment of the workers employed under the Contract for the Contractor and each Subcontractor; and

d. The Daily Labor Force Report, documents used to compile information for the Certified Payroll Report, and Payroll Certification are collectively referred to in this Section as the "Records."

6. CONTRACTOR shall submit its and its Subcontractors Daily Labor Force Reports to CITY each day. CONTRACTOR shall make all of CONTRACTOR's and Subcontractors' Records open to inspection by any authorized representatives of OWNER and the Missouri Department of Labor and Industrial Relations at any reasonable time and as often as they may be necessary and such Records shall not be destroyed or removed from the State of Missouri for a period of one (1) year following the completion of the public work in connection with which the Records are made. CONTRACTOR shall have its and its Subcontractors Certified Payroll Reports and Payroll Certifications available at the CONTRACTOR's office and shall provide the Records to the City electronically at City's sole discretion. In addition, all Records shall be considered a public record and CONTRACTOR shall provide the Records to the CITY in the format required by the CITY within three (3) working days of any request by CITY at the CONTRACTOR's cost. CITY, in its sole discretion, may require CONTRACTOR to send any of the Records directly to the person who requested the Record at CONTRACTOR's expense.

7. CONTRACTOR shall post and keep posted a clearly legible statement of all prevailing hourly wage rates to be paid to all workers employed by CONTRACTOR and each of its Subcontractors in the performance of this Contract in a prominent and easily accessible place at the Site of the Work by all workers.

8. If the Contract Price exceeds \$250,000.00, CONTRACTOR shall and shall require each Subcontractor engaged in any construction of public works to have its name, acceptable abbreviation or recognizable logo and the name of the city and state of the mailing address of the principal office of the company, on each motor vehicle and motorized self-propelled piece of equipment which is used in connection with the Project during the time the CONTRACTOR or Subcontractor is engaged on the project. The sign shall be legible from a distance of twenty (20') feet, but the size of the lettering need not be larger than two (2") inches. In cases where equipment is leased or where affixing a legible sign to the equipment is impractical, the CONTRACTOR may place a temporary stationary sign, with the information required pursuant to this section, at the main entrance of the Project in place of affixing the required information on the equipment so long as such sign is not in violation of any state or federal statute, rule or regulation. Motor vehicles which are required to have similar information affixed thereto pursuant to requirements of a regulatory agency of the state or federal government are exempt from the provisions of this subsection.

9. CONTRACTOR must correct any errors in CONTRACTOR's or any Subcontractors' Records, or CONTRACTOR's or any Subcontractors' violations of the Law, Rules, Annual Wage Order and any Wage Increase within fourteen (14) calendar days after notice from CITY.

10. CONTRACTOR shall and shall require its Subcontractors to cooperate with the CITY and the Department of Labor and Industrial Relations in the enforcement of this Section, the Law, Rules, Annual Wage Order and any Wage Increase. Contractor shall and shall require its Subcontractors to permit CITY and the Department of Labor and Industrial Relations to interview any and all workers during working hours on the Project at CONTRACTOR's sole cost and expense.

11. CONTRACTOR shall file with CITY, upon completion of the Project and prior to final payment therefore, affidavits from CONTRACTOR and each of its Subcontractors, stating that each has fully complied with the provisions and requirements of the Missouri Prevailing Wage Law. CITY shall not make final payment until the affidavits, in proper form and order, from CONTRACTOR and each of its Subcontractors, are filed by CONTRACTOR.

12. CONTRACTOR shall forfeit as a statutory penalty to the CITY one hundred dollars (\$100.00) for each worker employed, for each calendar day, or portion thereof, such worker is paid less than the prevailing hourly rates for any work done under this Contract, by CONTRACTOR or by any of CONTRACTOR's Subcontractors. If CONTRACTOR or any of its Subcontractors have violated any section(s) of 290.210 to 290.340, RSMo, in the course of the execution of the Contract, CITY shall when making payments to the CONTRACTOR becoming due under this Contract, withhold and retain therefrom all sums and amounts due and owing as a result of any violation of sections 290.210 to 290.340, RSMo.

J. Prevailing Wage Damages. CONTRACTOR acknowledges and agrees that, based on the experience of CITY, violations of the Missouri Prevailing Wage Act, whether by CONTRACTOR or its Subcontractors, commonly result in additional costs to CITY. CONTRACTOR agrees that additional costs to CITY for any particular violation are difficult to establish and include but are not limited to: costs of construction delays, additional work for CITY, additional interest expenses, investigations, and the cost of establishing and maintaining a special division working under the City Manager to monitor prevailing wage compliance.

1. In the event of the failure by CONTRACTOR or any of its Subcontractors to pay wages as provided in the Missouri Prevailing Wage Act, CITY shall be entitled to deduct from the Contract Price, and shall retain as liquidated damages, one hundred dollars (\$100.00) per day, per worker who is paid less than the prevailing hourly rate of wages, to approximate the additional costs. The sum shall be deducted, paid or owed whether or not the Contract Times have expired.

2. CITY shall give written notice to CONTRACTOR setting forth the workers, who have been underpaid, the amount of the statutory penalty and the amount of the liquidated damages as provided for in this Subparagraph J. CONTRACTOR shall have fourteen (14) calendar days to respond, which time may be extended by CITY upon written request. If CONTRACTOR fails to respond within the specified time, the CITY's original notice shall be deemed final. If CONTRACTOR responds to CITY's notice, CITY will furnish CONTRACTOR a final decision in writing within five (5) days of completing any investigation.

K. Missouri Secretary of State Business Entity Registration. CONTRACTOR shall obtain from all Subcontractors for the Project, a copy of their current certificate of good standing or fictitious name registration from the Missouri Secretary of State before they begin work on the Site. CONTRACTOR shall retain such documents in its files and make available to CITY within ten (10) days after written request.

L. Tropical Hardwoods. The provisions of Code Section 2-1872, restricting the use of tropical hardwoods, shall apply to this Contract.

M. Preference for Missouri Products. Pursuant to Section 71.140 RSMo., preference shall be given to materials, products, supplies and all other articles produced, manufactured, made or grown within the State of Missouri.

N. Guidelines for Open Excavations.

1. CONTRACTOR shall restore required excavations to the level of the adjacent surfaces as soon as practicable. Unsupervised open excavations on public properties are discouraged at all times. If CONTRACTOR, in performance of the Work, makes or causes to be made any excavation in, upon, under, through or adjoining any street, sidewalk, alley, park, boulevard, parkway or any other public properties, and shall leave any part or portion thereof open, CONTRACTOR shall provide effective protection to the public.

2. CONTRACTOR shall protect and secure all excavations in roadways in compliance with existing federal, state and local codes and standards, including, but not limited to the most current edition of the Manual of Uniform Traffic Control Devices. CONTRACTOR shall protect and secure all unsupervised excavations not within roadways, either by covering or fencing.

a. Covering. A protective cover that can sustain the weight of persons or of objects that are placed upon it may be installed over an unsupervised excavation. The cover shall be secured to the ground to prevent movement. Protective covers shall have no opening(s) or protuberance(s) of sufficient size to cause a fall and/or injury. Advance warning devices shall be installed as necessary.

b. Fencing. Fencing to prevent entry may be installed surrounding an unsupervised excavation not protectively covered in its entirety. The fencing shall be a minimum of 42" in height. The fencing shall be constructed in such a manner that it is adequately secured and will remain upright at all times under normal Site conditions. All protective coverings and fences over and around excavations shall be inspected at least daily to assure integrity. Protective coverings and/or fences in heavily trafficked areas shall be inspected more often as necessary.

O. Notification of Utilities. CONTRACTOR shall adhere to the provisions of Sections 319.010 et seq., RSMo., which requires that a person or firm making an excavation in any public street, road or alley, right of way dedicated to public use, utility easement of record, or within any private street or private property do so only after giving notice to, and obtaining information from, owners of Underground Facilities. The 24-hour, toll-free accident prevention hotline number in Missouri is 1-800-344-7483 (1-800-Digrite).

P. Employee Eligibility Verification. CONTRACTOR shall adhere to the provisions of Sections 285.525 et seq., RSMo., which requires that for any contract exceeding five thousand dollars (\$5,000.00), CONTRACTOR shall execute and submit an affidavit, in a form prescribed by CITY, affirming that CONTRACTOR does not knowingly employ any person in connection with the contracted services who does not have the legal right or authorization under federal law to work in the United States as defined in 8 U.S.C. § 1324a(h)(3). CONTRACTOR shall attach to the affidavit documentation sufficient to establish CONTRACTOR'S enrollment and participation in an electronic verification of work program operated by the United States Department of Homeland Security (E-Verify) or an equivalent federal work authorization program operated by the United States Department of Homeland Security to verify information of newly hired employees, under the Immigration Reform and Control Act of 1986. CONTRACTOR may obtain additional information about E-Verify and enroll at <https://e-verify.uscis.gov/enroll/StartPage.aspx?JS=YES>. For those Contractors enrolled in E-Verify, the first and last pages of the E-Verify Memorandum of Understanding that CONTRACTOR will obtain upon successfully enrolling in the program shall constitute sufficient documentation for purposes of complying with this Section. CONTRACTOR shall submit the affidavit and attachments to CITY prior to execution of the Contract, or at any point during the term of the Contract if requested by City.

Q. OSHA 10-Hour Training Requirement. CONTRACTOR and any subcontractor working under this Contract shall require every employee on the Site to complete a ten-hour construction safety program which meets the requirements of Section 292.675, RSMo, except for those employees who shall have previously completed the required program and hold documentation to that effect. CONTRACTOR shall remove or require the removal of any

person from the Site who is subject to this requirement and who does not complete or is unable to produce documentation of their successful completion of the required program within the time limitations prescribed by Section 292.675, RSMo. CONTRACTOR shall forfeit the sum of two thousand five hundred dollars (\$2,500.00), in addition to one hundred dollars (\$100.00) per employee each calendar day, or portion thereof, the employee(s) shall continue to be employed without having completed the required program within the time limitations prescribed by Section 292.675, RSMo. CITY shall be entitled to withhold and retain any amounts due and owing hereunder when making payment to CONTRACTOR.

R. Clean Air Act and Clean Water Act. CONTRACTOR shall comply with requirements of the Clean Air Act (42 U.S.C. 7401 *et seq.*); Clean Water Act (33 U.S.C. 1251 *et seq.*), Missouri Clean Water Law (Chapter 644 RSMo), Code of Federal regulations (Title 40: Protection of Environment, Title 33: Navigation and Navigable Waters) and the rules of the Missouri Code of State Regulations (CSR Title 10).

S. Contract information Management System. If applicable, CONTRACTOR shall comply with CITY's Contract Information Management System requirements. CONTRACTOR shall use CITY's Internet web based Contract Information Management System/Project Management Communications Tool provided by CITY and protocols included in that software during the term of this Contract. CONTRACTOR shall maintain user applications to CITY's provided system for all personnel, subcontractors or suppliers as applicable and shall require subcontractors/subconsultants to maintain same.

T. Anti-Discrimination Against Israel. If this Contract exceeds \$100,000.00 and CONTRACTOR employs at least ten employees, pursuant to Section 34.600, RSMo., by executing this Contract, CONTRACTOR certifies it is not currently engaged in and shall not, for the duration of this contract, engage in a boycott of goods or services from the State of Israel; companies doing business in or with Israel or authorized by, licensed by, or organized under the laws of the State of Israel; or persons or entities doing business in the State of Israel.

U. Ban the Box in Hiring and Promotion

- a. Pursuant to Section 38-104, City Code Ordinances, CONTRACTOR shall not base a hiring or promotional decision on an applicant's criminal history or sentence related thereto, unless the employer can demonstrate that the employment-related decision was based on all information available including consideration of the frequency, recentness and severity of a criminal record and that the record was reasonably related to the duties and responsibilities of the position.
- b. Notwithstanding subsection (a), CONTRACTOR may inquire about an applicant's criminal history after it has been determined that the individual is otherwise qualified for the position, and only after the applicant has been interviewed for the position. Any such inquiry may be made of all applicants who are within the final selection pool of candidates from which a job will be filled.
- c. This provision shall not apply to positions where employers are required to exclude applicants with certain criminal convictions from employment due to local, state or federal law or regulation.

V. Title VI of the Civil Rights Act of 1964

- a. Title VI of the Civil Rights Act of 1964 requires that no person in the United States shall, on the grounds of race, color, or national or origin (including limited English proficient individuals), be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance. The City of Kansas City, Missouri requires compliance with the requirements of Title VI in all of its programs and activities regardless of the funding source.

- b. CONTRACTOR shall not discriminate on the grounds of race, color, or national or origin (including limited English proficient individuals).

W. Non-discrimination in Employment

CONTRACTOR shall not discriminate against any employee or candidate for employment on the basis of an individual's race, hair texture or hair style associated with an individual's race, color, sex, religion, national origin, or ancestry, disability, sexual orientation, gender identity or age in a manner prohibited by Chapter 38 of the City Code. CONTRACTOR shall not engage in any discrimination as prohibited by Chapter 3 of the City Code.

X. Quality Services Assurance Act

If this Contract exceeds \$160,000.00, CONTRACTOR certifies that CONTRACTOR will pay all employees who will work on this Contract in the city limits of Kansas City, Missouri at least \$15.00 per hour in compliance with the City's Quality Services Assurance Act, Section 3-66, Code of Ordinances unless City has granted CONTRACTOR an exemption pursuant to the Quality Services Assurance Act.

6.11 Taxes

A. CONTRACTOR shall pay all sales, consumer, use and other similar taxes required to be paid by CONTRACTOR in accordance with the Laws or Regulations of the place of the Project which are applicable during the performance of the Work.

B. Tax Compliance.

1. As a condition precedent to CITY making its first payment to CONTRACTOR under this Contract, CONTRACTOR shall furnish to CITY sufficient proof from City's Commissioner of Revenue, dated not more than one (1) year prior to the date provided to CITY, verifying that CONTRACTOR is in compliance with the license and tax ordinances administered by City's Revenue Division of the Finance Department.

2. As a condition precedent to Subcontractors performing any Work under this Contract, CONTRACTOR shall obtain from Subcontractor sufficient proof from City's Commissioner of Revenue, dated not more than one (1) year before the date Subcontractor begins Work, verifying that the Subcontractor is in compliance with the license and tax ordinances administered by City's Revenue Division of the Finance Department. CONTRACTOR shall retain such documentation in its files and make available to CITY within ten (10) days after a written request.

3. As a condition precedent to CITY making final payment under this Contract, if this Contract is longer than one (1) year and exceeds the dollar threshold established by ordinance and included in the Supplementary Conditions, CONTRACTOR shall furnish to CITY sufficient proof from City's Commissioner of Revenue, dated not more than one (1) year before the filing of a final Application for Payment, verifying that CONTRACTOR is in compliance with the license and tax ordinances administered by City's Revenue Division of the Finance Department.

4. If this Contract is longer than one (1) year and exceeds the dollar threshold established by ordinance and included in the Supplementary Conditions, CONTRACTOR shall obtain from Subcontractors sufficient proof from City's Commissioner of Revenue, dated not more than one (1) year before the date of CONTRACTOR's final payment to the Subcontractor, that the Subcontractor was or is in compliance with the license and tax ordinances administered by City's Revenue Division of the Finance Department. CONTRACTOR shall retain such documentation in its files and make available to CITY within ten (10) days after written request.

5. If, at the time of final payment to CONTRACTOR, CONTRACTOR is unable to obtain from all its Subcontractors, if any, and furnish to CITY sufficient proof from City's Commissioner of Revenue that all its Subcontractors are in compliance with the license and tax ordinances administered by City's Revenue Division of the Finance Department, CITY may approve final payment to CONTRACTOR if CITY determines that CONTRACTOR has made a good faith effort to furnish evidence or that there are other extenuating circumstances which make it impossible for CONTRACTOR to furnish sufficient proof.

C. Missouri Sales Tax Exemption. Pursuant to Section 144.062, RSMo, CITY is a Missouri exempt entity and tangible personal property to be incorporated or consumed in the construction of this Project may be purchased without sales tax. CITY shall furnish CONTRACTOR a Missouri Project Exemption Certificate for Sales Tax at the time of issuance of the Notice to Proceed.

6.12 Use of Site and Other Areas

A. CONTRACTOR shall confine construction equipment, the storage of materials and equipment, and the operations of workers to the Site and other areas identified in and permitted by the Contract Documents and other areas permitted by Laws or Regulations. CONTRACTOR shall not unreasonably encumber the Site and the other areas with construction equipment or other materials or equipment. CONTRACTOR shall assume full responsibility for any damage to the Site or the other areas, or to the owner or occupant thereof, or of any adjacent land or areas, resulting from the performance of the Work.

B. Should any claim be made by any such owner or occupant because of the performance of the Work, CONTRACTOR shall promptly settle with such other party by negotiation or otherwise resolve the claim by arbitration or other dispute resolution proceeding or at law. In case of a failure on the part of the CONTRACTOR to restore such property or to make good such damage or injuries, the CITY may, upon forty-eight (48) hours written notice to the CONTRACTOR, repair, rebuild or otherwise restore such property as the CITY may deem necessary, and the cost thereof will be deducted from any moneys due or which may become due the CONTRACTOR under this Contract.

C. CONTRACTOR shall, to the fullest extent permitted by Laws or Regulations, defend, indemnify and hold harmless CITY, DESIGN PROFESSIONAL, Consultants and the officers, directors, employees, agents and other consultants of each and any of them from and against all claims, costs, losses and damages (including but not limited to all fees and charges of engineers, architects, attorneys, and other professionals and all court or arbitration or other dispute resolution costs) arising out of or resulting from any claim or action, legal or equitable, brought by any such owner or occupant against CITY, DESIGN PROFESSIONAL or any other party indemnified hereunder to the extent caused by or based upon CONTRACTOR's performance of the Work.

D. During the progress of the Work, CONTRACTOR shall keep the Site and the other areas free from accumulations of waste materials, rubbish and other debris resulting from the Work. At the completion of the Work CONTRACTOR shall remove all waste materials, rubbish and debris from Site and other areas as well as all tools, appliances, construction equipment and machinery and surplus materials. CONTRACTOR shall leave the Site clean and ready for utilization or occupancy by CITY at Substantial Completion of the Work. CONTRACTOR shall restore to all property not designated for alteration by the Contract Documents to its pre-Work condition.

E. CONTRACTOR shall not load nor permit any part of any structure to be loaded in any manner that will endanger the structure, nor shall CONTRACTOR subject any part of the Work or adjacent property to stresses or pressures that will endanger it.

6.13 Record Documents

A. CONTRACTOR shall maintain in a safe place at the Site one record copy of all Drawings, Specifications, Addenda, the Contract, Written Amendments, Change Orders, Work

Change Directives, and written interpretations and clarifications in good order and annotated to show all changes made during construction. These record documents, together with all approved Samples and a counterpart of all approved Shop Drawings, will be available to CITY and DESIGN PROFESSIONAL for reference. Upon completion of the Work, these record documents, Samples and Shop Drawings will be delivered to DESIGN PROFESSIONAL for CITY.

6.14 Safety and Protection

A. CONTRACTOR shall be solely responsible for initiating, maintaining and supervising all safety precautions and programs in connection with the Work. CONTRACTOR shall comply with all applicable Laws or Regulations relating to the safety of persons or property to protect them from damage, injury or loss; and shall erect and maintain all necessary safeguards for safety and protection. CONTRACTOR shall deliver to CITY a copy of CONTRACTOR'S Health and Safety Plan as provided in the Notice of Intent to Contract.

B. CONTRACTOR shall notify owners of adjacent property and of Underground Facilities and other utility owners when prosecution of the Work may affect them, and shall cooperate with them in the protection, removal, relocation and replacement of their property. All damage, injury or loss to any property referred to in Paragraph 6.14 B.2 or 6.14 B.3 caused, directly or indirectly, in whole or in part, by CONTRACTOR, any Subcontractor, Supplier or any other person or organization directly or indirectly employed by any of them to perform or furnish any of the Work or anyone for whose acts any of them may be liable, shall be remedied by CONTRACTOR (except damage or loss attributable to the fault of Drawings or Specifications or to the acts or omissions of CITY, DESIGN PROFESSIONAL, Consultant, or anyone employed by any of them or anyone for whose acts any of them may be liable, and not attributable, directly or indirectly, in whole or in part, to the fault or negligence of CONTRACTOR, Subcontractor, Supplier or other person or organization directly or indirectly employed by any of them). CONTRACTOR's duties and responsibilities for safety and for protection of the Work shall continue until such time as all the Work is completed and DESIGN PROFESSIONAL has issued a notice to CONTRACTOR in accordance with Paragraph 14.07 that the Work is acceptable (except as otherwise expressly provided in connection with Substantial Completion). CONTRACTOR shall take all necessary precautions for the safety of, and shall provide the necessary protection to prevent damage, injury or loss to:

1. all persons on the Site or who may be affected by the Work;
2. all the Work and materials and equipment to be incorporated therein, whether in storage on or off the Site; and
3. other property at the Site or adjacent thereto, including trees, shrubs, lawns, walks, pavements, roadways, structures, utilities and Underground Facilities not designated for removal, relocation or replacement in the course of the Work.

6.15 Safety Representative

A. In accordance with OSHA standards, CONTRACTOR shall designate a qualified and experienced safety representative whose duties and responsibilities shall be the prevention of accidents and the maintaining and supervising of safety precautions and programs. CONTRACTOR's safety representative shall remain at the Site whenever there is Work in progress and shall immediately notify CITY of any emergencies or accidents occurring at the Site

6.16 Hazard Communication Programs

A. CONTRACTOR shall be responsible for coordinating any exchange of material safety data sheets or other hazard communication information required to be made available to or exchanged between or among employers at the Site in accordance with Laws or Regulations.

6.17 Emergencies

A. In emergencies affecting the safety or protection of persons or the Work or property at the Site or adjacent thereto, CONTRACTOR, without special instruction or authorization from CITY or DESIGN PROFESSIONAL, is obligated to act to prevent threatened damage, injury or loss. CONTRACTOR shall give CITY and DESIGN PROFESSIONAL prompt written notice if CONTRACTOR believes that any significant changes in the Work or variations from the Contract Documents have been caused thereby or are required as a result thereof. If CITY determines that a change in the Contract Documents is required because of the action taken by CONTRACTOR in response to an emergency, a Work Change Directive or Change Order will be issued.

B. A change in the Contract Documents pursuant to Paragraph 6.15 A will not be an automatic authorization of, nor a condition precedent to, entitlement to adjustment in the Contract Price or Contract Times. If CITY and CONTRACTOR are unable to agree on entitlement to, or magnitude of, an equitable adjustment in the Contract Price or Contract Times, a Claim may be made therefore as provided in Article 16. However, OWNER, DESIGN PROFESSIONAL and Consultants shall not be liable to CONTRACTOR for any costs, losses or damages (including but not limited to all fees and charges of engineers, architects, attorneys, and other professionals and all other dispute resolution costs) sustained by CONTRACTOR on or in connection with any other project or anticipated project.

6.18 Shop Drawings and Samples

A. CONTRACTOR shall submit Shop Drawings to DESIGN PROFESSIONAL for review and approval in accordance with the accepted schedule of Shop Drawings and Sample submittals (see Paragraph 2.07). All submittals shall be identified as DESIGN PROFESSIONAL may require and in the number of copies specified in the General Requirements. The data shown on the Shop Drawings shall be complete with respect to quantities, dimensions, specified performance and design criteria, materials and similar data to show DESIGN PROFESSIONAL the services, materials and equipment CONTRACTOR proposes to provide and to enable DESIGN PROFESSIONAL to review the information for the limited purposes required by Paragraph 6.18 D.

B. CONTRACTOR shall also submit Samples to DESIGN PROFESSIONAL for review and approval in accordance with said accepted schedule of Shop Drawings and Sample submittals. Each Sample shall be identified clearly as to material, Supplier, pertinent data such as catalog numbers and the use for which intended and otherwise as DESIGN PROFESSIONAL may require to enable DESIGN PROFESSIONAL to review the submittal for the limited purposes required by Paragraph 6.18 D. The numbers of each Sample to be submitted will be as specified in the Specifications.

C. Submittal Procedures:

1. Before submitting each Shop Drawing or Sample, CONTRACTOR shall have determined and verified:

- a. all field measurements, quantities, dimensions, specified performance criteria, installation requirements, materials, catalog numbers and similar information with respect thereto;
- b. all materials with respect to intended use, fabrication, shipping, handling, storage, assembly and installation pertaining to the performance of the Work;
- c. all information relative to means, methods, techniques, sequences and procedures of construction and safety precautions and programs incident thereto; and
- d. CONTRACTOR shall also have reviewed and coordinated each Shop Drawing or Sample with other Shop Drawings and Samples and with the requirements of the Work and the Contract Documents.

2. Each submittal shall bear a stamp or specific written indication that CONTRACTOR has satisfied CONTRACTOR's obligations under the Contract Documents with respect to CONTRACTOR's review and approval of that submittal.

3. At the time of each submission, CONTRACTOR shall give DESIGN PROFESSIONAL specific written notice of such variations, if any, that the Shop Drawing or Sample submitted may have from the requirements of the Contract Documents, the notice to be in a written communication separate from the submittal, and, in addition, shall cause a specific notation to be made on each Shop Drawing and Sample submitted to DESIGN PROFESSIONAL for review and approval of each such variation.

D. DESIGN PROFESSIONAL's Review:

1. DESIGN PROFESSIONAL will review and approve Shop Drawings and Samples in accordance with the schedule of Shop Drawings and Sample submittals accepted by DESIGN PROFESSIONAL as required by Paragraph 2.06. DESIGN PROFESSIONAL's review and approval will be only to determine if the items covered by the submittals will, after installation or incorporation into the Work, conform to the information given in the Contract Documents and be compatible with the design concept of the completed Project as a functioning whole as indicated by the Contract Documents.

2. DESIGN PROFESSIONAL's review and approval will not extend to means, methods, techniques, sequences or procedures of construction (except where a particular means, method, technique, sequence or procedure of construction is specifically and expressly called for by the Contract Documents) or to safety precautions or programs incident thereto. The review and approval of a separate item as such will not indicate approval of the assembly in which the item functions.

3. DESIGN PROFESSIONAL's review and approval of Shop Drawings or Samples shall not relieve CONTRACTOR from responsibility for any variation from the requirements of the Contract Documents unless CONTRACTOR has in writing called DESIGN PROFESSIONAL's attention to each such variation at the time of submission as required by Paragraph 6.18 C.3, and DESIGN PROFESSIONAL has given written approval of each such variation by specific written notation thereof incorporated into or accompanying the Shop Drawing or Sample approval; nor will any approval by DESIGN PROFESSIONAL relieve CONTRACTOR from responsibility for complying with the requirements of Paragraph 6.18 C.1.

E. Where a Shop Drawing or Sample is required by the Contract Documents or the schedule of Shop Drawings and Sample submissions accepted by DESIGN PROFESSIONAL as required by Paragraph 2.06, any related Work performed prior to DESIGN PROFESSIONAL's review and approval of the pertinent submittal will be at the sole expense and responsibility of CONTRACTOR.

F. CONTRACTOR shall make corrections required by DESIGN PROFESSIONAL and shall return the required number of corrected copies of Shop Drawings and submit as required new Samples for review and approval. CONTRACTOR shall direct specific attention in writing to revisions other than the corrections called for by DESIGN PROFESSIONAL on previous submittals.

6.19 Continuing the Work

A. CONTRACTOR shall carry on the Work and adhere to the progress schedule during all disputes or disagreements with CITY. No Work shall be delayed or postponed pending resolution of any disputes or disagreements, except as permitted by Paragraph 15.04 or as CITY and CONTRACTOR may otherwise agree in writing.

6.20 CONTRACTOR's General Warranty and Guarantee

A. CONTRACTOR warrants and guarantees to CITY, DESIGN PROFESSIONAL and Consultants that all Work will be in accordance with the Contract Documents and will not be

defective. CONTRACTOR's warranty and guarantee hereunder excludes defects or damage caused by:

1. abuse, modification or improper maintenance or operation by persons other than CONTRACTOR, Subcontractors, Suppliers or any other individual or entity for whom CONTRACTOR is responsible; or
2. normal wear and tear under normal usage.

B. CONTRACTOR's obligation to perform and complete the Work in accordance with the Contract Documents shall be absolute. None of the following will constitute an acceptance of Work that is not in accordance with the Contract Documents or a release of CONTRACTOR's obligation to perform the Work in accordance with the Contract Documents:

1. observations by DESIGN PROFESSIONAL;
2. recommendation of any progress or final payment by DESIGN PROFESSIONAL;
3. the issuance of a certificate of Substantial Completion or any payment related thereto by CITY to CONTRACTOR;
4. use or occupancy of the Work or any part thereof by OWNER;
5. any review and approval of a Shop Drawing or Sample submittal or the issuance of a notice of acceptability by DESIGN PROFESSIONAL;
6. any inspection, test or approval by others; or
7. any correction of defective Work by CITY.

C. Nonconforming Work is rejected unless expressly accepted in writing by the CITY's Representative.

ARTICLE 7 OTHER WORK

7.01 Related Work at Site

A. CITY may perform other work related to the Project at the Site by CITY's own forces, or let other direct contracts therefore, or have other work performed by utility owners. If such other work is to be performed and such fact was not noted in the Contract Documents, then:

1. Written notice thereof will be given to CONTRACTOR prior to starting any such other work, and
2. CONTRACTOR may make a Claim therefore as provided in Article 16 if CONTRACTOR believes that such performance involves additional expense to CONTRACTOR or requires additional time and the parties are unable to agree as to the amount or extent thereof.

B. CONTRACTOR shall afford each other contractor who is a party to such a direct contract, and each utility owner (and CITY, if CITY is performing the additional work with CITY's employees) proper and safe access to the Site and a reasonable opportunity for the introduction and storage of materials and equipment and the execution of such other work and shall properly connect and coordinate the Work with theirs. Unless otherwise provided in the Contract Documents, CONTRACTOR shall do all cutting, fitting and patching of the Work that may be required to properly connect or otherwise make its several parts come together and properly integrate with such other work. CONTRACTOR shall not endanger any work of others by cutting, excavating or otherwise altering their work and will only cut or alter their work with the written consent of CITY and the others whose work will be affected. The duties and responsibilities of CONTRACTOR under this Paragraph are for the benefit of such utility owners and other contractors to the extent that there are comparable provisions for the benefit of CONTRACTOR in said direct contracts between CITY and such utility owners and other contractors.

C. If the proper execution or results of any part of CONTRACTOR's Work depends upon work performed by others under this Article 7, CONTRACTOR shall inspect such other work and promptly report to CITY and DESIGN PROFESSIONAL in writing any delays, defects or deficiencies in such other work that render it unavailable or unsuitable for the proper execution or results of CONTRACTOR's Work. CONTRACTOR's failure to report same will constitute an acceptance of such other work as fit and proper for integration with CONTRACTOR's Work, except for latent or non-apparent defects and deficiencies in such other work.

7.02 Coordination

A. If CITY contracts with others for the performance of other work on the Project at the Site, the following will be set forth in Supplementary Conditions:

1. the person, firm or corporation who will have authority and responsibility for coordination of the activities among the various prime contractors will be identified;
2. the specific matters to be covered by such authority and responsibility will be itemized; and
3. the extent of such authority and responsibilities will be provided.

B. Unless otherwise provided in the Supplementary Conditions, CITY shall have sole authority and responsibility in respect of such coordination.

ARTICLE 8 CITY'S RESPONSIBILITIES

8.01 Communications to CONTRACTOR

A. Except as otherwise provided in these General Conditions, CITY shall issue all communications to CONTRACTOR.

8.02 Replacement of DESIGN PROFESSIONAL

A. In case of termination of the employment of DESIGN PROFESSIONAL, CITY shall appoint a DESIGN PROFESSIONAL whose status under the Contract Documents shall be that of the former DESIGN PROFESSIONAL.

8.03 Furnish Data and Prompt Payment

A. CITY shall promptly furnish the data required of OWNER under the Contract Documents and shall make payments to CONTRACTOR when they are due.

8.04 Lands and Easements; Reports and Tests

A. CITY's duties in respect of providing lands and easements and providing engineering surveys to establish reference points are set forth in Paragraphs 4.01 and 4.05. Paragraph 4.02 refers to CITY's duty to identify and make available to CONTRACTOR copies of reports of explorations and tests of subsurface conditions at the Site and drawings of physical conditions in existing structures at or contiguous to the Site that have been utilized by DESIGN PROFESSIONAL in preparing the Contract Documents.

8.05 Insurance

A. CITY's responsibilities, if any, for purchasing and maintaining liability and property insurance are set forth in Article 5 and the Supplementary Conditions.

8.06 Change Orders

A. CITY is obligated to execute Change Orders as indicated in Paragraph 10.03.

8.07 Inspections, Tests and Approvals

A. CITY's responsibility for certain inspections, tests and approvals is set forth in Paragraph 13.02 F.

8.08 Limitations on CITY's Responsibilities

A. The CITY shall not supervise, direct or have control or authority over, nor be responsible for, CONTRACTOR's means, methods, techniques, sequences or procedures of construction, or the safety precautions and programs incident thereto, or for any failure of CONTRACTOR to comply with Laws or Regulations applicable to the furnishing or performance of the Work. CITY will not be responsible for CONTRACTOR's failure to perform or furnish the Work in accordance with the Contract Documents.

8.09 Undisclosed Hazardous Environmental Condition

A. CITY's responsibility for an undisclosed Hazardous Environmental Condition uncovered or revealed at the Site is set forth in Paragraph 4.06.

8.10 Evidence of Financial Arrangements

A. CITY will furnish CONTRACTOR reasonable evidence that financial arrangements have been made to satisfy OWNER's obligations under the Contract.

8.11 CITY's Representative

A. CITY will provide a representative during the construction period. The duties, responsibilities and the limitations of authority of the CITY "s Representative during construction are set forth in the Contract Documents.

8.12 Visits to Site

A. CITY's Representative will make visits to the Site at intervals appropriate to the various stages of construction as CITY's Representative deems necessary in order to observe the progress that has been made and the quality of the various aspects of CONTRACTOR's executed Work. Based on information obtained during such visits and observations, CITY's Representative will endeavor to determine, in general, if the Work is proceeding in accordance with the Contract Documents. CITY's Representative will not be required to make exhaustive or continuous on-Site inspections to check the quality or quantity of the Work.

ARTICLE 9 DESIGN PROFESSIONAL's STATUS DURING CONSTRUCTION

9.01 General Scope of DESIGN PROFESSIONAL's Duties

A. DESIGN PROFESSIONAL's efforts will be directed toward providing for CITY a greater degree of confidence that the completed Work will conform generally to the Contract Documents. On the basis of visits to the Site and on-Site observations, DESIGN PROFESSIONAL will keep CITY informed of the progress of the Work and will endeavor to guard CITY against defective Work. DESIGN PROFESSIONAL's visits to the Site and on-Site observations are subject to all the limitations on DESIGN PROFESSIONAL's authority and responsibility set forth in Paragraph 9.08.

9.02 Resident Project Representative

A. If CITY and DESIGN PROFESSIONAL agree, DESIGN PROFESSIONAL will furnish a resident Project representative to assist DESIGN PROFESSIONAL in providing more extensive observation of the Work. The responsibilities, authority and limitations thereon of any such resident Project representative and assistants will be as provided in Paragraph 9.08 and in the Supplementary Conditions.

9.03 Clarifications and Interpretations

A. DESIGN PROFESSIONAL will issue with reasonable promptness written clarifications or interpretations (which may be in the form of Drawings) of the requirements of the Drawings and Specifications prepared by the DESIGN PROFESSIONAL as DESIGN PROFESSIONAL may determine necessary, which shall be consistent with the intent of and reasonably inferable from the Contract Documents. Such written clarifications and interpretations will be binding on CITY and CONTRACTOR. If CITY or CONTRACTOR believes that a written clarification or

interpretation justifies an adjustment in the Contract Price pursuant to Article 11 and/ or the Contract Times pursuant to Article 12 and the parties are unable to agree to the amount or extent thereof, if any, a Claim may be made therefore as provided in Article 16.

9.04 Rejecting Defective Work

A. DESIGN PROFESSIONAL will have authority to disapprove or reject Work which DESIGN PROFESSIONAL believes to be defective, that DESIGN PROFESSIONAL believes will not produce a completed Project that conforms to the Contract Documents, or that will prejudice the integrity of the design concept of the completed Project as a functioning whole as indicated by the Contract Documents. DESIGN PROFESSIONAL will also have authority to require special inspection or testing of the Work as provided in Paragraph 13.04 B, whether or not the Work is fabricated, installed or completed.

9.05 Shop Drawings, Change Orders and Payments

A. In connection with DESIGN PROFESSIONAL's authority as to Shop Drawings and Samples, see Paragraph 6.18.

B. In connection with DESIGN PROFESSIONAL's authority as to Change Orders, see Article 10.

C. In connection with DESIGN PROFESSIONAL's authority as to Applications for Payment, see Article 14.

9.06 Determinations for Unit Prices

A. DESIGN PROFESSIONAL will initially determine the actual quantities and classifications of Unit Price Work performed by CONTRACTOR. DESIGN PROFESSIONAL will review with CONTRACTOR the DESIGN PROFESSIONAL's preliminary determinations on such matters before rendering a written opinion thereon (by recommendation of an Application for Payment or otherwise to the CITY). CITY reserves the right to make a final determination of the actual quantities and classifications of Unit Price Work in reviewing an Application for Payment. Within ten (10) days after the date of receipt of any such decision, CONTRACTOR may deliver to CITY and to DESIGN PROFESSIONAL written notice of intention to appeal CITY's decision pursuant to Article 16.

9.07 Decisions on Requirements of Contract Documents and Acceptability of Work

A. DESIGN PROFESSIONAL will be the initial interpreter of the requirements of the Drawings and Specifications prepared by DESIGN PROFESSIONAL and judge of the acceptability of the Work thereunder.

B. When functioning as interpreter and judge under this Paragraph 9.07, DESIGN PROFESSIONAL will not show partiality to OWNER or CONTRACTOR.

C. Claims, disputes and other matters relating to the acceptability of the Work, quantities and classifications of Unit Price Work, or the interpretation of the requirements of the Contract Documents pertaining to the performance and furnishing of the Work will be referred initially to CITY's Representative in writing with a request for a formal decision in accordance with Article 16.

9.08 Limitations on DESIGN PROFESSIONAL's Authority and Responsibilities

A. Neither DESIGN PROFESSIONAL's authority or responsibility under this Article 9 or under any other provision of the Contract Documents nor any decision made by DESIGN PROFESSIONAL in good faith either to exercise or not exercise such authority or responsibility or the undertaking, exercise or performance of any authority or responsibility by DESIGN PROFESSIONAL shall create, impose or give rise to any duty owed by DESIGN PROFESSIONAL to CONTRACTOR, any Subcontractor, any Supplier, any other person or organization, or to any surety for or employee or agent of any of them.

B. DESIGN PROFESSIONAL will not supervise, direct, control or have authority over or be responsible for CONTRACTOR's means, methods, techniques, sequences or procedures of construction, or the safety precautions and programs incident thereto, or for any failure of CONTRACTOR to comply with Laws or Regulations applicable to the furnishing or performance of the Work. DESIGN PROFESSIONAL will not be responsible for CONTRACTOR's failure to perform or furnish the Work in accordance with the Contract Documents.

C. DESIGN PROFESSIONAL will not be responsible for the acts or omissions of CONTRACTOR or of any Subcontractor, any Supplier, or of any other person or organization performing or furnishing any of the Work.

D. DESIGN PROFESSIONAL's review of the final Application for Payment and accompanying documentation, and all maintenance and operating instructions, schedules, guarantees, Bonds and certificates of inspection, tests and approvals and other documentation required to be delivered by Paragraph 14.07 will only be to determine generally that their content complies with the requirements of, and in the case of certificates of inspections, tests and approvals, that the results certified indicate compliance with, the Contract Documents.

E. The limitations upon authority and responsibility set forth in this Paragraph 9.08 shall also apply to DESIGN PROFESSIONAL's Consultants, resident Project representative and assistants as identified in the Supplementary Conditions.

ARTICLE 10 CHANGES IN THE WORK

10.01 Authorized Changes in the Work

A. Without invalidating the Contract and without notice to any surety, CITY may, at any time or from time to time, order additions, deletions or revisions in the Work. Such additions, deletions or revisions will be authorized by a Written Amendment, a Change Order, or a Work Change Directive. Upon receipt of any such document, CONTRACTOR shall promptly proceed with the Work involved that will be performed under the applicable conditions of the Contract Documents (except as otherwise specifically provided).

B. If CITY and CONTRACTOR are unable to agree on entitlement to, or on the amount or extent, if any, of an adjustment in the Contract Price pursuant to Article 11 or an adjustment of the Contract Times pursuant to Article 12 or both that should be allowed as a result of a Work Change Directive, a Claim may be made therefore as provided in Article 16.

10.02 Unauthorized Changes in the Work

A. CONTRACTOR shall not be entitled to an increase in the Contract Price or an extension of the Contract Times with respect to any work performed that is not required by the Contract Documents as amended, modified or supplemented as provided in Paragraph 3.04, except in the case of an emergency as provided in Paragraph 6.17 or in the case of uncovering Work as provided in Paragraph 13.04.

10.03 Signing of Change Orders

A. CITY and CONTRACTOR, and DESIGN PROFESSIONAL shall sign appropriate Change Orders covering:

1. changes in the Work which are:

- a. ordered by CITY pursuant to Paragraph 10.01 A; or
- b. required because of acceptance of defective Work under Paragraph 13.08 or correcting defective Work under Paragraph 13.09; or
- c. agreed to by the parties;

2. changes in the Contract Price or Contract Times or both which are agreed to by the parties, including any undisputed sum or amount of time for Work actually performed in accordance with a Work Change Directive; and

3. changes in the Contract Price or Contract Times or both which embody the substance of any written decision recommended by DESIGN PROFESSIONAL and approved by CITY pursuant to Paragraph 9.06, provided that, in lieu of signing any such Change Order, an appeal may be taken from any such decision in accordance with the provisions of the Contract Documents and applicable Laws or Regulations, but during any such appeal, CONTRACTOR shall carry on the Work and adhere to the progress schedule as provided in Paragraph 6.19.

10.04 Notification to Surety

A. If notice of any change affecting the general scope of the Work or the provisions of the Contract Documents (including, but not limited to, Contract Price or Contract Times or both) is required by the provisions of any Bond to be given to a surety, the giving of any such notice will be CONTRACTOR's responsibility, and the amount of each applicable Bond will be adjusted accordingly.

ARTICLE 11 CHANGE OF CONTRACT PRICE

11.01 Change of Contract Price

A. The Contract Price constitutes the total compensation (subject to authorized adjustments) payable to CONTRACTOR for performing the Work. All duties, responsibilities and obligations assigned to or undertaken by CONTRACTOR shall be at CONTRACTOR's expense without change in the Contract Price.

B. The Contract Price may only be changed by a Change Order. Any request for an adjustment in the Contract Price shall be based on written notice delivered within fourteen (14) calendar days after occurrence of the event giving rise to the request or within fourteen (14) calendar days after first recognition of the conditions giving rise to the request. Prior notice is not required for requests or claims relating to an emergency endangering life or property as described in Paragraph 6.16. Thereafter, the CONTRACTOR shall submit written documentation of its request, including appropriate supporting documentation, within ten (10) calendar days after giving notice, unless the CITY grants an extension based on good cause shown by the CONTRACTOR that such additional time is warranted.

C. The value of any Work covered by a Change Order or of any request for an adjustment in the Contract Price will be determined as follows:

1. where the Work involved is covered by Unit Prices contained in the Contract Documents, by application of such Unit Prices to the quantities of the items involved (subject to the provisions of Paragraph 11.04); or

2. where the Work involved is not covered by Unit Prices contained in the Contract Documents, by a mutually agreed lump sum; or

3. where the Work involved is not covered by Unit Prices contained in the Contract Documents and agreement to a lump sum is not reached under Paragraph 11.01 C.2, on the basis of the Cost of the Work (determined as provided in Paragraphs 11.02 A and B) plus a CONTRACTOR's fee for overhead and profit (determined as provided in Paragraph 11.01 D).

D. The CONTRACTOR's fee allowed to CONTRACTOR for overhead and profit shall be determined as follows:

1. a mutually acceptable fixed fee; or

2. if a fixed fee is not agreed upon, then a fee based on the following percentages of the various portions of the Cost of the Work:

- a. for costs incurred under Paragraphs 11.02 A.1 and 11.02 A.2, the CONTRACTOR's fee shall be ten percent (10%);

b. for costs incurred under Paragraph 11.02 A.3, the CONTRACTOR's fee shall be five percent (5%);

c. where one or more tiers of subcontracts are on the basis of the Cost of the Work plus a fee and no fixed fee is agreed upon, the intent of Paragraphs 11.01 D.2 and 11.02 A.1 through A.3 is that the Subcontractor who actually performs or furnishes the Work, at whatever tier, will be paid a fee of ten percent (10%) of the costs incurred by such Subcontractor under Paragraphs 11.02 A.1 and 11.02 A.2 and that any higher tier Subcontractor and CONTRACTOR will each be paid a fee of five percent (5%) of the amount paid to the next lower tier Subcontractor;

d. no fee shall be payable on the basis of costs itemized under Paragraphs 11.02 A.4, 11.02 A.5 and 11.02 B;

e. the amount of credit to be allowed by CONTRACTOR to CITY for any change which results in a net decrease in cost will be the amount of the actual net decrease in costs plus a deduction in CONTRACTOR's fee by an amount equal to five percent (5%) of such net decrease; and

f. when both additions and credits are involved in any one change, the adjustment in CONTRACTOR's fee shall be computed on the basis of the net change in accordance with Paragraphs 11.01 D.2.a through 11.01 D.2.e, inclusive.

E. Whenever the Cost of the Work is to be determined pursuant to Paragraphs 11.02 A and B, CONTRACTOR shall establish and maintain records thereof in accordance with generally accepted accounting practices and submit in form acceptable to CITY an itemized cost breakdown together with supporting data.

11.02 Cost of the Work

A. The term "Cost of the Work" means the sum of all costs necessarily incurred and paid by CONTRACTOR in the proper performance of the Work. When the value of any Work covered by a Change Order or when a request for an adjustment in Contract Price is determined on the basis of Cost of the Work, the costs to be reimbursed to CONTRACTOR will be only those additional or incremental costs required because of the change in the Work or because of the event giving rise to the request. Except as otherwise agreed to in writing by CITY, costs covered by Change Orders or requests shall be in amounts no higher than those prevailing in the locality of the Project, shall include only the following items and shall not include any costs itemized in 11.02 B:

1. Payroll costs for employees in the direct employ of CONTRACTOR in the performance of the Work, using occupational titles and job classifications agreed upon by CITY and CONTRACTOR. Such employees shall include, without limitation, job Site superintendents, foremen and other personnel employed full time at the Site. Payroll costs for employees not employed full time on the Work shall be apportioned on the basis of their time spent on the Work. Payroll costs shall include, but not be limited to, salaries and wages plus the cost of fringe benefits which shall include social security contributions, unemployment, excise and payroll taxes, workers' compensation, health and retirement benefits, bonuses, sick leave, vacation and holiday pay applicable thereto. The expenses of performing the Work after regular working hours, on Saturdays, Sundays or legal holidays, shall be included in the above to the extent authorized by OWNER.

2. Cost of all materials and equipment furnished and incorporated into the Work, including costs of transportation and storage thereof, and Suppliers' field services required in connection therewith. All cash discounts shall accrue to CONTRACTOR unless CITY deposits funds with CONTRACTOR with which to make payments, in which case the cash discounts shall accrue to CITY. All trade discounts, rebates and refunds and returns from sale of surplus materials and equipment shall accrue to CITY, and CONTRACTOR shall make provisions so that they may be obtained.

3. Payments made by CONTRACTOR to Subcontractors for Work performed or furnished by Subcontractors. If required by CITY, CONTRACTOR shall obtain competitive bids from Subcontractors acceptable to OWNER and CONTRACTOR and shall deliver such bids to CITY who will then determine, with the advice of DESIGN PROFESSIONAL, which bids, if any, will be accepted. If any subcontract provides that the Subcontractor is to be paid on the basis of the Cost of the Work plus a fee, the Subcontractor's Cost of the Work and fee shall be determined in the same manner as CONTRACTOR's Cost of the Work and fee as provided in Paragraphs 11.01 D and E and 11.02 A and B. All subcontracts shall be subject to the other provisions of the Contract Documents insofar as applicable.

4. Costs of special consultants (including but not limited to engineers, architects, testing laboratories, surveyors, attorneys and accountants) employed for services specifically related to the Work when such services are approved in advance by CITY in writing.

5. Other costs including the following:

a. The proportion of necessary transportation, travel and subsistence expenses of CONTRACTOR's employees incurred in discharge of duties connected with the Work.

b. Cost, including transportation and maintenance, of all materials, supplies, equipment, machinery, appliances, office and temporary facilities at the Site and hand tools not owned by the workers, which are consumed in the performance of the Work, and cost, less market value of such items used but not consumed which remain the property of CONTRACTOR.

c. Rentals of all construction equipment and machinery and the parts thereof whether rented from CONTRACTOR or others in accordance with rental agreements approved by CITY with the advice of DESIGN PROFESSIONAL, and the costs of transportation, loading, unloading, installation, assembly, dismantling and removal thereof, all in accordance with the terms of said rental agreements. The rental of any such equipment, machinery or parts shall cease when the use thereof is no longer necessary for the Work.

d. Applicable sales, consumer, use or similar taxes related to the Work, and for which CONTRACTOR is liable, imposed by Laws or Regulations.

e. Deposits lost for causes other than negligence of CONTRACTOR, any Subcontractor or anyone directly or indirectly employed by any of them or for whose acts any of them may be liable, and royalty payments and fees for permits and licenses required to perform the Work.

f. Losses and damages (and related expenses) caused by damage to the Work, not compensated by insurance or otherwise, sustained by CONTRACTOR in connection with the performance and furnishing of the Work (except losses and damages within the deductible amounts of property insurance established by CITY in accordance with Article 5), provided they have resulted from causes other than the negligence of CONTRACTOR, any Subcontractor, or anyone directly or indirectly employed by any of them or for whose acts any of them may be liable. Such losses shall include settlements made with the written consent and approval of CITY. No such losses, damages and expenses shall be included in the Cost of the Work for the purpose of determining CONTRACTOR's fee. If, however, any such loss or damage requires reconstruction and CONTRACTOR is placed in charge thereof, CONTRACTOR shall be paid for those services a fee proportionate to that stated in Paragraph 11.01 D.2.

g. The cost of utilities, fuel and sanitary facilities at the Site.

h. Minor expenses such as telegrams, long distance telephone calls, telephone service at the Site, expressage and similar petty cash items in connection with the Work.

i. Cost of premiums for additional or increased Bonds, or for insurance required because of approved changes in the Work.

B. Costs excluded: The term “Cost of the Work” shall not include any of the following:

1. Payroll costs and other compensation of CONTRACTOR's officers, executives, principals (of partnership and sole proprietorships), general managers, engineers, architects, estimators, attorneys, auditors, accountants, purchasing and contracting agents, expeditors, timekeepers, clerks and other personnel employed by CONTRACTOR whether at the Site or in CONTRACTOR's principal or a branch office for general administration of the Work (if not specifically included in the agreed upon occupational titles and job classifications referred to in Paragraph 11.02 A.1 or specifically covered by Paragraph 11.02 A.4), all of which are to be considered administrative costs covered by the CONTRACTOR's fee.

2. Expenses of CONTRACTOR's principal and branch offices other than CONTRACTOR's office at the Site.

3. Any part of CONTRACTOR's capital expenses, including interest on CONTRACTOR's capital employed for the Work and charges against CONTRACTOR for delinquent payments.

4. Costs due to the negligence of CONTRACTOR, any Subcontractor, or anyone directly or indirectly employed by any of them or for whose acts any of them may be liable, including but not limited to, the correction of defective Work, disposal of materials, or equipment wrongly supplied, and making good any damage to property.

5. Other overhead or general expense costs of any kind and the costs of any item not specifically and expressly included in Paragraph 11.02 A.

11.03 Cash Allowances

A. It is understood that CONTRACTOR has included in the Contract Price all allowances so named in the Contract Documents and shall cause the Work so covered to be furnished and performed for such sums as may be acceptable to CITY. CONTRACTOR agrees that:

1. the allowances include the cost to CONTRACTOR (less any applicable trade discounts) of materials and equipment required by the allowances to be delivered at the Site, and all applicable taxes; and

2. CONTRACTOR's costs for unloading and handling on the Site, labor, installation costs, overhead, profit and other expenses contemplated for the allowances have been included in the Contract Price and not in the allowances, and no demand for additional payment on account of any of the foregoing will be valid.

B. Prior to final payment, an appropriate Change Order will be issued by CITY to reflect actual amounts due CONTRACTOR on account of Work covered by allowances, and the Contract Price shall be correspondingly adjusted.

11.04 Unit Price Work

A. Where the Contract Documents provide that all or part of the Work is to be Unit Price Work, initially the Contract Price will be deemed to include for all Unit Price Work an amount equal to the sum of the established unit price for each separately identified item of Unit Price Work times the estimated quantity of each item as indicated in the Contract. The estimated quantities of items of Unit Price Work are not guaranteed and are solely for the purpose of comparison of Bids and determining an initial Contract Price. Determinations of the actual quantities and classifications of Unit Price Work performed by CONTRACTOR will be made in accordance with Paragraph 9.06.

B. Each unit price will be deemed to include an amount considered by CONTRACTOR to be adequate to cover CONTRACTOR's overhead and profit for each separately identified item.

C. CITY or CONTRACTOR may negotiate an adjustment of the price per unit of Unit Price Work stated in the Contract if:

1. the quantity of any item of Unit Price Work performed by CONTRACTOR differs by twenty percent (20%) or more from the estimated quantity of such item indicated in the Contract; and

2. there is no corresponding adjustment with respect to any other item of Work; and

3. CONTRACTOR believes that CONTRACTOR is entitled to an increase in Contract Price as a result of having incurred additional expense or CITY believes that CITY is entitled to a decrease in Contract Price.

11.05 Dispute Resolution

A. If CITY and CONTRACTOR are unable to agree on entitlement to, or magnitude of, an equitable adjustment in the Contract Price in accordance with Article 11 within fourteen (14) calendar days from the receipt of supporting documentation of the request pursuant to 11.01.B., unless the CITY grants an extension based on good cause shown by the CONTRACTOR that such additional time is warranted, then a Claim for such adjustment may be made pursuant to Article 16.

ARTICLE 12 CONTRACT TIMES

12.01 Time of the Essence

A. All times stated in the Contract Documents are of the essence of the Contract.

12.02 Change of Contract Times

A. The Contract Times (or Milestones) may only be changed by a Change Order. Any request for an adjustment in the Contract Times shall be based on written notice delivered within fourteen (14) calendar days after occurrence of the event giving rise to the request or within fourteen (14) calendar days after first recognition of the conditions giving rise to the request. Thereafter, the CONTRACTOR shall submit written documentation of its requests, including appropriate supporting documentation, within ten (10) days after giving notice, unless the CITY grants an extension based on good cause shown by the CONTRACTOR that such additional time is warranted.

12.03 Proof Required To Justify an Extension of Time For Excusable and Compensable Delays

A. In support of any request for an extension of the Contract Times pursuant to this Article, CONTRACTOR must demonstrate to the reasonable satisfaction of the CITY that the critical path of the approved baseline project schedule was delayed. CONTRACTOR shall be entitled to an increase in contract time for the number of days that the critical path was delayed solely as a result of the compensable or excusable event. A compensable or excusable event includes, but is not limited to:

1. unreasonable delay of issuance of Notice to Proceed by CITY;
2. CITY's unreasonable delay of delivery furnished materials, equipment, or work;
3. unreasonable delay responding to shop drawings and submittals;
4. CITY's unreasonable delay in issuing a Change Order;
5. an order by the CITY to stop the Work where the CONTRACTOR was not at fault; and
6. other reasonable grounds as determined by the City in its sole discretion.

B. CONTRACTOR shall compare the critical path of the approved baseline project schedule to the actual critical path of the Work, identifying the specific impact of the compensable or excusable event.

C. CONTRACTOR shall submit to the CITY a written time impact analysis illustrating the influence of each compensable or excusable event on the date of Substantial Completion. The

time impact analysis shall demonstrate the time impact based on the date of the delay in time and the event time computations or all affected activities.

D. If the critical path of the Work is delayed by “Force Majeure”, the CONTRACTOR shall be entitled only to an extension of the Contract Times for the number of days of delay to the critical path. For purposes of this paragraph, “Force Majeure” shall mean fire, tornado, flood, earthquake, war, act of terrorism, civil disturbance, or labor strikes away from the project site.

E. Extensions of contract time pursuant to the this section will be granted only to the extent that the time adjustments exceed the total float time available when the event causing the delay occurred.

12.04 Delays Within CONTRACTOR’s Control

A. The Contract Times (or Milestones) will not be extended due to delays within the control of CONTRACTOR. Delays attributable to and within the control of a Subcontractor or Supplier shall be deemed to be delays within the control of CONTRACTOR.

12.05 Delays Beyond the CITY’s and CONTRACTOR’s Control

A. Where CONTRACTOR is prevented from completing any part of the Work within the Contract Times (or Milestones) due to delay beyond the control of both CITY and CONTRACTOR, an extension of the Contract Times (or Milestones) in an amount equal to the time lost due to such delay shall be CONTRACTOR’s sole and exclusive remedy for such delay.

12.06 Delay Damages

A. In no event shall CITY be liable to CONTRACTOR, any Subcontractor, any Supplier, any other person or organization, or to any surety for or employee or agent of any of them, for damages arising out of or resulting from:

1. delays caused by or within the control of CONTRACTOR, or
2. delays beyond the control of CITY or CONTRACTOR including but not limited to fires, floods, epidemics, abnormal weather conditions, acts of God or acts or neglect by utility owners or other contractors performing other work as contemplated by Article 7.

B. Nothing in this Paragraph 12.06 bars a change in Contract Price pursuant to this Article 12 to compensate CONTRACTOR due to delay, interference, or disruption directly attributable to actions or inaction of CITY, DESIGN PROFESSIONAL, Consultant or anyone for whom CITY, DESIGN PROFESSIONAL or Consultant is responsible.

12.07 Dispute Resolution

A. If CITY and CONTRACTOR are unable to agree on entitlement to, or magnitude of, an equitable adjustment in the Contract Time in accordance with Article 12 within fourteen (14) calendar days from the receipt of supporting documentation of the request pursuant to 12.02, unless the CITY grants an extension based on good cause shown by the CONTRACTOR that such additional time is warranted, then a Claim for such adjustment may be made pursuant to Article 16.

ARTICLE 13 TESTS AND INSPECTIONS; CORRECTION, REMOVAL OR ACCEPTANCE OF DEFECTIVE WORK

13.01 Access to Work

A. CITY, DESIGN PROFESSIONAL, Consultants, other representatives and personnel of CITY, independent testing laboratories and governmental agencies with jurisdictional interests will have access to the Site and Work at reasonable times for their observation, inspecting and testing. CONTRACTOR shall provide them proper and safe conditions for such access and advise them of CONTRACTOR’s Site safety procedures and programs so that they may comply therewith as applicable.

13.02 Tests and Inspections

A. CONTRACTOR shall give DESIGN PROFESSIONAL and CITY's Representative timely notice of readiness of the Work for all required inspections, tests or approvals, and shall cooperate with inspection and testing personnel to facilitate required inspections or tests.

B. If any Work (or the work of others at the Site) that is to be inspected, tested or approved is covered by CONTRACTOR without written approval required by Paragraphs 13.02 D or 13.02 E, it must, if requested by CITY's Representative, be uncovered for observation.

C. Uncovering Work as provided in Paragraph 13.02 B, shall be at CONTRACTOR's expense unless CONTRACTOR has given DESIGN PROFESSIONAL and CITY's Representative timely notice of CONTRACTOR's intention to cover the same and DESIGN PROFESSIONAL and CITY's Representative have not acted with reasonable promptness in response to such notice.

D. If Laws or Regulations of any public body (including City) having jurisdiction require any Work (or part thereof) specifically to be inspected, tested or approved by an employee or other representative of such public body, CONTRACTOR shall assume full responsibility for arranging and obtaining such inspections, tests or approvals, pay all costs in connection therewith, and furnish DESIGN PROFESSIONAL and CITY's Representative the required certificates of inspection or approval.

E. CONTRACTOR shall be responsible for arranging and obtaining and shall pay all costs in connection with any inspections, tests or approvals required for CITY's and DESIGN PROFESSIONAL's acceptance of materials or equipment to be incorporated into the Work, or acceptance of materials, mix designs, or equipment submitted for approval prior to CONTRACTOR's purchase thereof for incorporation into the Work. Such inspections, tests, or approvals shall be performed by organizations acceptable to CITY and DESIGN PROFESSIONAL.

F. CITY shall employ and pay for the services of an independent testing laboratory to perform all inspections, tests, or approvals required by the Contract Documents except:

1. for inspections, tests or approvals covered by Paragraph 13.02 D and E;
2. that costs incurred in connection with tests or inspections conducted pursuant to Paragraph 13.04 B shall be paid as provided in said Paragraph 13.04 B; and
3. as otherwise specifically provided in the Contract Documents.

13.03 Notice of Defects

A. Prompt notice of all defective Work of which either CITY or DESIGN PROFESSIONAL has actual knowledge will be given to CONTRACTOR. Defective Work may be rejected, corrected or accepted as provided in this Article 13.

13.04 Uncovering Work

A. If any Work (or the work of others at the Site) is covered contrary to the written request of DESIGN PROFESSIONAL or CITY's Representative, it must, if requested by CITY's Representative, be uncovered for DESIGN PROFESSIONAL's or CITY's Representative's observation and replaced at CONTRACTOR's expense.

B. If CITY considers it necessary or advisable that covered Work be observed by DESIGN PROFESSIONAL or CITY's Representative or be inspected or tested by others, CONTRACTOR, at CITY's request, shall uncover, expose or otherwise make available for observation, inspection or testing as may be required, that portion of the Work in question, furnishing all necessary labor, material and equipment. If it is found that such Work is defective, CONTRACTOR shall pay all costs, losses and damages (including but not limited to all fees and charges of engineers, architects, attorneys, and other professionals and all court or arbitration or other dispute resolution costs) caused by, arising out of or resulting from such uncovering, exposure, observation, inspection and testing and of satisfactory replacement or reconstruction

(including but not limited to all costs of repair or replacement of work of others); and CITY shall be entitled to an appropriate decrease in the Contract Price. If the parties are unable to agree as to the amount thereof, CITY may make a Claim therefore as provided in Article 16. If, however, such Work is not found to be defective, CONTRACTOR shall be allowed an increase in the Contract Price or an extension of the Contract Times (or Milestones), or both, directly attributable to such uncovering, exposure, observation, inspection, testing, replacement and reconstruction. If the parties are unable to agree as to the amount or extent thereof, CONTRACTOR may make a Claim therefore as provided in Article 16.

13.05 CITY May Stop the Work

A. If the Work is defective, or CONTRACTOR fails to supply sufficient skilled workers or suitable materials or equipment, or fails to furnish or perform the Work in such a way that the completed Work will conform to the Contract Documents, CITY may order CONTRACTOR to stop the Work, or any portion thereof, until the cause for such order has been eliminated; however, this right of CITY to stop the Work shall not give rise to any duty on the part of CITY to exercise this right for the benefit of CONTRACTOR, any Subcontractor, Supplier, other individual or entity or any surety or employee or agent of any of them.

13.06 Correction or Removal of Defective Work

A. If required by CITY, CONTRACTOR shall promptly, as directed, either correct all defective Work, whether or not fabricated, installed or completed, or, if the Work has been rejected by either DESIGN PROFESSIONAL or CITY's Representative, remove it and replace it with Work that is not defective. CONTRACTOR shall pay all costs, losses and damages (including but not limited to all fees and charges of engineers, architects, attorneys, and other professionals and all court or arbitration or other dispute resolution costs) caused by or resulting from such correction or removal (including but not limited to all costs of repair or replacement of work of others).

13.07 Correction Period

A. If within one (1) year after the date of Substantial Completion, or such longer period of time as may be prescribed by Laws or Regulations, by the terms of any applicable special guarantee required by the Contract Documents, or by any specific provision of the Contract Documents, any Work is found to be defective, or if the repair of any damages to the land or areas made available for CONTRACTOR's use by CITY or permitted by Laws and Regulations as contemplated in Paragraph 6.10 is found to be defective, CONTRACTOR shall promptly, without cost to CITY and in accordance with CITY's written instructions:

1. correct the repair of damages to such land or areas; or
2. correct such defective Work, or if it has been rejected by CITY, remove it from the Site and replace it with Work that is not defective; and
3. satisfactorily correct or remove and replace any damage to other Work or to the work of others or damage to other lands or areas resulting therefrom. If CONTRACTOR does not promptly comply with the terms of such instructions, or in the event of an emergency where delay by CONTRACTOR would cause serious risk of loss or damage, CITY may have the defective Work corrected or the rejected Work removed and replaced, and all costs, losses and damages (including but not limited to all fees and charges of engineers, architects, attorneys, and other professionals and all court or arbitration or other dispute resolution costs) caused by or resulting from such removal and replacement (including but not limited to all costs of repair or replacement of work of others) will be paid by CONTRACTOR.

B. In special circumstances where a particular item of equipment is placed in continuous service before Substantial Completion of all the Work, the correction period for that item may start to run from an earlier date if so provided in the Specifications or by Written Amendment.

C. Where defective Work (and damage to other Work resulting therefrom) has been corrected or removed and replaced under this Paragraph 13.07, the correction period hereunder

with respect to such Work will be extended for an additional period of one (1) year, or such longer period of time as may be prescribed within Paragraph 13.07 A, after such correction or removal and replacement has been satisfactorily completed.

D. CONTRACTOR's obligations under this Paragraph 13.07 are in addition to any other obligation or warranty. The provisions of this Paragraph 13.07 shall not be construed as a substitute for or waiver of the provisions of any applicable statute of limitation or repose.

13.08 Acceptance of Defective Work

A. If, instead of requiring correction or removal and replacement of defective Work, CITY prefers to accept it, CITY may do so. CONTRACTOR shall pay all costs, losses and damages (including but not limited to all fees and charges of engineers, architects, attorneys, and other professionals and all court or arbitration or other dispute resolution costs) attributable to CITY's evaluation of and determination to accept such defective Work and shall pay OWNER for the diminished value of the Work. If any such acceptance occurs prior to DESIGN PROFESSIONAL's recommendation of final payment, a Change Order will be issued incorporating the necessary revisions into the Contract Documents with respect to the Work and, due to the diminished value of the Work, CITY shall be entitled to an appropriate decrease in the Contract Price. If the parties are unable to agree as to the amount thereof, CITY may make a Claim therefore as provided in Article 16. If the acceptance of defective Work occurs after such recommendation, an appropriate amount shall be paid by CONTRACTOR to CITY.

13.09 CITY May Correct Defective Work

A. If CONTRACTOR fails within a reasonable time after written notice from DESIGN PROFESSIONAL or CITY's Representative to correct defective Work or to remove and replace rejected Work as required by CITY in accordance with Paragraph 13.06, or if CONTRACTOR fails to perform the Work in accordance with the Contract Documents, or if CONTRACTOR fails to comply with any other provision of the Contract Documents, CITY may, after seven (7) days written notice to CONTRACTOR, correct and remedy any such deficiency.

B. CITY shall proceed expeditiously when exercising the rights and remedies under this Paragraph 13.09. In connection with such corrective and remedial action, CITY may exclude CONTRACTOR from all or part of the Site; take possession of all or part of the Work and suspend CONTRACTOR's services related thereto; take possession of CONTRACTOR's tools, appliances, construction equipment and machinery at the Site; and incorporate into the Work all materials and equipment stored at the Site or for which CITY has paid CONTRACTOR but which are stored elsewhere. CONTRACTOR shall allow CITY, CITY's Representative, agents and employees, CITY's other contractors, DESIGN PROFESSIONAL and Consultants access to the Site to enable CITY to exercise the rights and remedies under this Paragraph 13.09.

C. All costs, losses and damages (including but not limited to all fees and charges of engineers, architects, attorneys, and other professionals and all court or arbitration or other dispute resolution costs) incurred or sustained by CITY in exercising such rights and remedies will be charged against CONTRACTOR and a Change Order will be issued incorporating the necessary revisions into the Contract Documents with respect to the Work; and CITY shall be entitled to an appropriate decrease in the Contract Price. If CITY and CONTRACTOR are unable to agree as to the amount thereof, CITY may make a Claim therefore as provided in Article 16. Such Claims for costs, losses and damages will include but not be limited to all costs of repair or replacement of work of others destroyed or damaged by correction, removal and replacement of CONTRACTOR's defective or rejected Work.

D. CONTRACTOR shall not be allowed an extension of the Contract Times (or Milestones) because of any delay in the performance of the Work attributable to the exercise by CITY of CITY's rights and remedies under Paragraphs 13.06 and 13.09.

ARTICLE 14 PAYMENTS TO CONTRACTOR AND COMPLETION

14.01 Schedule of Values

A. 01290.02 Schedule of Values established as provided in Article 2 will serve as the basis for progress payments and will be incorporated into form 01290.01 Application for Payment acceptable to DESIGN PROFESSIONAL and CITY. Progress payments for Unit Price Work will be based on the number of units completed.

14.02 Application for Progress Payments

A. Application for Payment

1. At least twenty (20) days before the date stipulated in the Supplementary Conditions for each progress payment (but not more often than once a month), CONTRACTOR shall submit to DESIGN PROFESSIONAL for review an Application for Payment filled out and signed by CONTRACTOR covering the Work completed as of the date of the Application and accompanied by such supporting documentation as is required by the Contract Documents. If payment is requested on the basis of materials and equipment not incorporated into the Work but delivered and suitably stored at the Site or at another location agreed to in writing, the Application for Payment shall also be accompanied by a bill of sale, paid invoice or other documentation warranting that CITY has received the materials and equipment free and clear of all Liens and evidence that the materials and equipment are covered by appropriate property insurance and other arrangements to protect CITY's interest therein, all of which will be subject to CITY's approval.

2. Beginning with the second Application for Payment, each Application shall include:

a. an affidavit of CONTRACTOR stating that all previous progress payments received for the Work have been applied to discharge CONTRACTOR's legitimate obligations associated with prior Applications for Payment, and

b. a copy of the most recent 00485.01 M/WBE Monthly Utilization Report CONTRACTOR has submitted to the CITY's Civil Rights and Equal Opportunity Department.

c. a copy of the most recent 00485.02 Project Workforce Monthly Report and 00485.03 Company-Wide Workforce Monthly Report CONTRACTOR has submitted to the OWNER's Civil Rights and Equal Opportunity Department.

d. an update to the approved schedule pursuant to paragraphs 6.04 and 6.05.

3. The amount of retainage with respect to progress payments will be stated in the Supplementary Conditions.

B. Review of Applications

1. DESIGN PROFESSIONAL will, within ten (10) days after receipt of each Application for Payment, either indicate in writing a recommendation of payment and present the Application to CITY, or return the Application to CONTRACTOR indicating in writing DESIGN PROFESSIONAL's reasons for refusing to recommend payment. In the latter case, CONTRACTOR shall make the necessary corrections and resubmit the Application.

a. After presentation of the Application for Payment to CITY, and if CITY's Representative agrees with DESIGN PROFESSIONAL's recommendation, the amount recommended will (subject to the provisions of Paragraph 14.02 B.4) become due and will be paid by CITY to CONTRACTOR, subject to the provisions of Laws or Regulations.

b. No payment shall be approved until the CONTRACTOR has submitted with the Application accompanying documentation as required by the Contract Documents, including, but not limited to, the documentation required by paragraphs 6.04 and 6.05.

2. DESIGN PROFESSIONAL's recommendation of any payment requested in an Application for Payment will constitute a representation by DESIGN PROFESSIONAL to CITY, based on DESIGN PROFESSIONAL's observations of the executed Work as an experienced and qualified DESIGN PROFESSIONAL and on DESIGN PROFESSIONAL's

review of the Application for Payment and the accompanying data and schedules, that to the best of DESIGN PROFESSIONAL's knowledge, information and belief:

- a. the Work has progressed to the point indicated;
- b. the quality of the Work is generally in accordance with the Contract Documents (subject to an evaluation of the Work as a functioning whole prior to or upon Substantial Completion, to the results of any subsequent tests called for in the Contract Documents, to a final determination of quantities and classifications for Unit Price Work under Paragraph 9.06, and to any other qualifications stated in the recommendation); and
- c. the conditions precedent to CONTRACTOR being entitled to such payment appear to have been fulfilled in so far as it is DESIGN PROFESSIONAL's responsibility to observe the Work.

3. DESIGN PROFESSIONAL's recommendation of any payment, including final payment, shall not mean that DESIGN PROFESSIONAL is responsible for CONTRACTOR's means, methods, techniques, sequence or procedures of construction, safety precautions and programs incident thereto, or any failure of CONTRACTOR to comply with Laws or Regulations applicable to the furnishing or performance of Work.

4. DESIGN PROFESSIONAL may refuse to recommend the whole or any part of any payment if, in DESIGN PROFESSIONAL's opinion, it would be incorrect to make the representations to CITY referred to in Paragraph 14.02 B.2. DESIGN PROFESSIONAL may also refuse to recommend any such payment or, because of subsequently discovered evidence or the results of subsequent inspections or tests, nullify any such payment previously recommended, to such extent as may be necessary in DESIGN PROFESSIONAL's opinion to protect CITY from loss because:

- a. the Work is defective, or completed Work has been damaged requiring correction or replacement;
- b. the Contract Price has been reduced by Written Amendment or Change Orders;
- c. CITY has been required to correct defective Work or complete Work in accordance with Paragraph 13.09; or
- d. DESIGN PROFESSIONAL has actual knowledge of the occurrence of any of the events enumerated in Paragraph 15.02.

C. Reduction in Payment

1. CITY may refuse to make payment of the full amount recommended by DESIGN PROFESSIONAL because:

- a. Claims have been made by third parties against CITY on account of CONTRACTOR's performance or furnishing of the Work; or
- b. Claims have been made by CITY against CONTRACTOR in connection with the Work, except where CONTRACTOR has delivered a specific Bond satisfactory to CITY to secure the satisfaction and discharge of such Claims;
- c. there are other items entitling CITY to a set-off against the amount recommended; or
- d. CITY has actual knowledge of the occurrence of any of the events enumerated in Paragraphs 14.02 B.4.a through c or 15.02 A.1 through 4; but CITY must give CONTRACTOR written notice (with a copy to DESIGN PROFESSIONAL) stating the reasons for such action and promptly pay CONTRACTOR the amount so withheld, or any adjustment thereto agreed to by CITY and CONTRACTOR, when CONTRACTOR corrects to CITY's satisfaction the reasons for such action; or
- e. CITY has made a different determination of the actual quantities and classifications of Unit Price Work.

14.03 CONTRACTOR's Warranty of Title

A. CONTRACTOR warrants and guarantees that title to all Work, materials and equipment covered by any Application for Payment, whether incorporated into the Project or not, will pass to CITY no later than the time of payment, free and clear of all Liens.

14.04 Substantial Completion

A. When CONTRACTOR considers the entire Work ready for its intended use CONTRACTOR shall notify CITY and DESIGN PROFESSIONAL in writing that the entire Work is substantially complete (except for items specifically listed by CONTRACTOR as incomplete) and request that CITY issue a certificate of Substantial Completion. Within a reasonable time thereafter, CITY, together with CONTRACTOR and DESIGN PROFESSIONAL, shall make an inspection of the Work to determine the status of completion. If DESIGN PROFESSIONAL does not consider the Work substantially complete, DESIGN PROFESSIONAL will notify CONTRACTOR and CITY in writing giving the reasons therefore. If DESIGN PROFESSIONAL considers the Work substantially complete, DESIGN PROFESSIONAL will prepare and deliver to CITY a recommended certificate of Substantial Completion that shall establish the date of Substantial Completion. There shall be attached to the certificate a tentative list of items to be completed or corrected before final payment. CITY shall have seven (7) days after receipt of the recommended certificate during which to make written objection to DESIGN PROFESSIONAL as to any provisions of the certificate or attached list. At the time of delivery of the recommended certificate of Substantial Completion, DESIGN PROFESSIONAL will deliver to CITY and CONTRACTOR a written recommendation as to division of responsibilities pending final payment between CITY and CONTRACTOR with respect to security, operation, safety, protection of the Work, maintenance, heat, utilities, insurance and warranties and guarantees.

B. CITY shall have the right to exclude CONTRACTOR from the Site after the date of Substantial Completion, but CITY shall allow CONTRACTOR reasonable access to complete or correct items on the tentative list.

14.05 Partial Utilization

A. Use by CITY at CITY's option of any substantially completed part of the Work which has specifically been identified in the Contract Documents, or which CITY, DESIGN PROFESSIONAL and CONTRACTOR agree constitutes a separately functioning and usable part of the Work that can be used by CITY for its intended purpose without significant interference with CONTRACTOR's performance of the remainder of the Work, may be accomplished prior to Substantial Completion of all the Work subject to the following:

1. CITY at any time may request CONTRACTOR in writing to permit CITY to use any such part of the Work which CITY believes to be ready for its intended use and substantially complete. If CONTRACTOR agrees that such part of the Work is substantially complete, CONTRACTOR will certify to CITY and DESIGN PROFESSIONAL that such part of the Work is substantially complete and request CITY to issue a certificate of Substantial Completion for that part of the Work. CONTRACTOR at any time may notify CITY and DESIGN PROFESSIONAL in writing that CONTRACTOR considers any such part of the Work ready for its intended use and substantially complete and request CITY to issue a certificate of Substantial Completion for that part of the Work. Within a reasonable time after either such request, CITY, together with CONTRACTOR and DESIGN PROFESSIONAL, shall make an inspection of that part of the Work to determine its status of completion. If DESIGN PROFESSIONAL does not consider that part of the Work to be substantially complete, DESIGN PROFESSIONAL will notify CITY and CONTRACTOR in writing, giving the reasons therefore. If DESIGN PROFESSIONAL considers that part of the Work to be substantially complete, the provisions of Paragraph 14.04 will apply with respect to certification of Substantial Completion of that part of the Work and the division of responsibility in respect thereof and access thereto.

2. No occupancy or separate operation of part of the Work will be accomplished prior to compliance with the requirements of Paragraph 5.09 with respect to property insurance.

14.06 Final Inspection

A. Upon written notice from CONTRACTOR that the entire Work or an agreed portion thereof is complete, DESIGN PROFESSIONAL will make a final inspection with CITY and CONTRACTOR and will notify CONTRACTOR in writing of all particulars in which this inspection reveals that the Work is incomplete or defective. CONTRACTOR shall immediately take such measures as are necessary to complete such Work or remedy such deficiencies.

14.07 Final Payment

A. Application for Payment

1. After CONTRACTOR has completed all corrections required by Paragraph 14.06 to the satisfaction of DESIGN PROFESSIONAL and CITY's Representative and delivered in accordance with the Contract Documents all maintenance and operating instructions, schedules, guarantees, Bonds, certificates or other evidence of insurance required by Paragraph 5.04, certificates of inspection, marked-up record documents (as provided in Paragraph 6.13) and other documents, CONTRACTOR may make application for final payment following the procedure for progress payments.

2. The final Application for Payment shall be accompanied (except as previously delivered) by:

a. all documentation required by the Contract Documents, including but not limited to the evidence of insurance required by Subparagraph 5.04 B.7; and

b. 01290.14 "Contractor Affidavit for Final Payment" from CONTRACTOR and 01290.15 "Subcontractor Affidavit for Final Payment" from all Subcontractors, regardless of tier.

B. Review of Application and Acceptance

1. If, on the basis of DESIGN PROFESSIONAL's and CITY's Representative's observation of the Work during construction and final inspection, and DESIGN PROFESSIONAL's and CITY's Representative's review of the final Application for Payment and accompanying documentation as required by the Contract Documents, DESIGN PROFESSIONAL and CITY's Representative are satisfied that the Work has been completed and CONTRACTOR's other obligations under the Contract Documents have been fulfilled, DESIGN PROFESSIONAL will, within ten (10) days after receipt of the final Application for Payment, indicate in writing DESIGN PROFESSIONAL's and CITY's Representative's recommendation of payment and present the Application to CITY for payment. At the same time DESIGN PROFESSIONAL will also give written notice to CITY and CONTRACTOR that the Work is acceptable subject to the provisions of Paragraph 14.09.

2. Otherwise, DESIGN PROFESSIONAL will return the Application to CONTRACTOR, indicating in writing the reasons for refusing to recommend final payment, in which case CONTRACTOR shall make the necessary corrections and resubmit the Application to DESIGN PROFESSIONAL. After the presentation to CITY of the Application and accompanying documentation, in appropriate form and substance, including applicable federal and state prevailing wage provisions, and with DESIGN PROFESSIONAL's recommendation and notice of acceptability, the amount recommended by DESIGN PROFESSIONAL will become due and will be paid by CITY to CONTRACTOR in accordance with Laws and Regulations.

14.08 Final Completion Delayed

A. If, through no fault of CONTRACTOR, final completion of the Work is significantly delayed and if DESIGN PROFESSIONAL so recommends and CITY concurs, CITY shall, upon

receipt of CONTRACTOR's final Application for Payment and recommendation of DESIGN PROFESSIONAL, and without terminating the Contract, make payment of the balance due for that portion of the Work fully completed and accepted. If the remaining balance to be held by CITY for Work not fully completed or corrected is less than the retainage stipulated in the Supplementary Conditions, and if Bonds have been furnished as required in Paragraph 5.01, the written consent of the surety to the payment of the balance due for that portion of the Work fully completed and accepted shall be submitted by CONTRACTOR to DESIGN PROFESSIONAL with the Application for Payment. Payment shall be made under the terms and conditions governing final payment, except that it shall not constitute a waiver of Claims.

14.09 Waiver of Claims

A. The making and acceptance of final payment will constitute:

1. a waiver of all claims by CITY against CONTRACTOR, except claims previously made in writing and still unsettled, or claims arising from defective Work appearing after final inspection pursuant to Paragraph 14.06, from failure to comply with the Contract Documents or the terms of any special guarantees specified therein, or from CONTRACTOR's continuing obligations under the Contract Documents; and

2. a waiver of all Claims by CONTRACTOR against CITY other than those previously made in writing pursuant to Paragraphs 16.02 and 16.03 and still unsettled.

14.10 Completion of Work by CITY

A. If CITY must complete the Work, all costs and charges incurred by CITY, together with the cost of completing the Work under the Contract, will be deducted from any monies due or which may become due CONTRACTOR. If such expense exceeds the sum which would have been payable under the Contract, then CONTRACTOR and the surety shall be liable and shall pay to CITY the amount of such excess.

ARTICLE 15 SUSPENSION OF WORK AND TERMINATION

15.01 CITY May Suspend Work

A. Notwithstanding any other provision of this Contract, at any time and without cause, and at its sole and absolute discretion, CITY, may suspend the Work or any portion of the Work by written notice to CONTRACTOR, which will initially fix the date on which Work will be resumed. CONTRACTOR shall resume the Work on the date so fixed in the notice unless the date is changed by a subsequent written notice from CITY. CONTRACTOR may be allowed an adjustment in the Contract Price or an extension of the Contract Times, or both, directly attributable to any suspension if CONTRACTOR makes a Claim therefore in accordance with Article 16.

B. CONTRACTOR will not be allowed an adjustment in the Contract Price or an extension of the Contract Times if CITY suspends the Work because CONTRACTOR's acts or omissions create or cause an emergency that CITY believes affects the safety or protection of persons, the Work, or property at the Site or adjacent thereto. CITY may order CONTRACTOR to stop the Work, or any portion thereof, until the cause for such order has been adequately addressed by CONTRACTOR; however, this right of CITY to stop the Work shall not give rise to any duty on the part of CITY to exercise this right for the benefit of CONTRACTOR, any Subcontractor, Supplier, other individual or entity or any surety or employee or agent of any of them.

15.02 CITY May Terminate for Default

A. CONTRACTOR may be deemed in default and CITY may terminate the services of CONTRACTOR upon the occurrence of any one or more of the following events:

1. CONTRACTOR fails to perform the Work in accordance with the Contract Documents (including, but not limited to, failure to supply sufficient skilled workers or suitable materials or equipment or failure to adhere to the progress schedule established under Paragraph 2.06 and 2.07 as adjusted from time to time pursuant to Paragraphs 6.04, 6.05, 12.02 and 12.03);

2. CONTRACTOR abandons the Work or declares its intention to abandon the Work;
3. CONTRACTOR assigns or attempts to assign its rights or obligations under this Contract or any part thereof to any third party without the prior written consent of CITY;
4. CONTRACTOR fails to make prompt payment duly owing to any subcontractor for Work completed in accordance to the Contract Documents or material supplier for materials delivered for incorporation into the Work within thirty (30) calendar days after payment was due;
5. CONTRACTOR fails to achieve the required dates of substantial and final completion;
6. CONTRACTOR disregards Laws or Regulations of any public body having jurisdiction;
7. CONTRACTOR disregards the authority of DESIGN PROFESSIONAL or OWNER;
or
8. CONTRACTOR otherwise violates in any substantial way any provisions of the Contract Documents.

B. CITY may, after giving CONTRACTOR (and the surety) seven (7) days written notice and to the extent permitted by Laws or Regulations, terminate the services of CONTRACTOR, exclude CONTRACTOR from the Site and take possession of the Work and of all CONTRACTOR's tools, appliances, construction equipment and machinery at the Site and use the same to the full extent they could be used by CONTRACTOR (without liability to CONTRACTOR for trespass or conversion), incorporate into the Work all materials and equipment stored at the Site or for which CITY has paid CONTRACTOR but which are stored elsewhere, and finish the Work as CITY may deem expedient. In such case, CONTRACTOR shall not be entitled to receive any further payment until the Work is finished. If the unpaid balance of the Contract Price exceeds all costs, losses and damages (including but not limited to all fees and charges of engineers, architects, attorneys, and other professionals and all court or arbitration or other dispute resolution costs) sustained by CITY arising out of or resulting from completing the Work, such excess may be paid to CONTRACTOR. If such costs, losses and damages exceed such unpaid balance, CONTRACTOR shall pay the difference to CITY within fourteen (14) calendar days of CITY'S demand for payment. When exercising any rights or remedies under this Paragraph CITY shall not be required to competitively bid this work unless required by law.

C. Where CONTRACTOR's services have been so terminated by CITY, the termination will not affect any rights or remedies of CITY against CONTRACTOR then existing or which may thereafter accrue. Any retention or payment of moneys due CONTRACTOR by CITY will not release CONTRACTOR from liability.

D. If, after a default termination, it is determined that the CONTRACTOR was not in default, the rights and obligations of the parties shall be the same as if the termination had been issued for the convenience of the CITY. The CITY shall then be liable to CONTRACTOR for only those costs enumerated in paragraph 15.03.

15.03 CITY May Terminate for Convenience

A. Notwithstanding any other provision of this Contract, upon seven (7) calendar days written notice to CONTRACTOR, CITY may, at its sole and absolute discretion, without cause and without prejudice to any other right or remedy of CITY, elect to terminate the Contract. In such case, CONTRACTOR shall, with thirty (30) calendar days of receiving notice of termination under this paragraph, submit to CITY its statement of costs and expenses and shall be paid:

1. for completed and acceptable Work executed in accordance with the Contract Documents prior to the effective date of termination, including fair and reasonable sums for overhead and profit on such Work;

2. for expenses sustained prior to the effective date of termination in performing services and furnishing labor, materials or equipment as required by the Contract Documents in connection with uncompleted Work, plus fair and reasonable sums for overhead and profit on such expenses;

3. for all costs, losses and damages incurred in settlement of terminated contracts with Subcontractors, Suppliers and others; and

4. for reasonable expenses directly attributable to termination if approved in advance by CITY.

B. CONTRACTOR shall not be paid on account of loss of anticipated profits or revenue or other economic loss arising out of or resulting from such termination.

C. CONTRACTOR waives any costs not submitted to CITY pursuant to paragraph 15.03.A.

D. CITY shall, within thirty (30) calendar days after receipt of CONTRACTOR's statement, pay CONTRACTOR all amounts it determines are properly determined.

ARTICLE 16 CLAIMS AND DISPUTES

16.01 Definition

A. A Claim is a demand or assertion by the CONTRACTOR seeking, as a matter of right, the adjustment of Contract price and/or times with respect to the terms of the Contract.

16.02 Written Notice and Burden of Proof

A. Claims must be made by written notice pursuant to Paragraph 17.01. The written notice shall clearly indicate that the CONTRACTOR is making a claim. The responsibility to substantiate Claims shall rest with the CONTRACTOR. No Claim may be made under this Contract except as provided in this Article.

B. Certification of Claim: The written notice of Claim shall include the following statement signed by the CONTRACTOR's representative: "The CONTRACTOR certifies that all statements made and the facts set out in this claim are true and correct and that no false records have been submitted in support of this claim." **Strict compliance with this paragraph shall be a condition precedent to the creation, existence or validity of any Claim.**

16.03 Time Limits on Claims

A. The CONTRACTOR must give notice to the CITY within fourteen (14) calendar days after the denial of a request for or failure to reach an agreement on a change in Contract Price and/or change in Contract Time pursuant to Article 11 and Article 12 respectively. After the fourteen (14) day period for making Claims has expired, the Claim shall be considered waived.

B. The CONTRACTOR shall submit the Claim to the CITY's Representative.

16.04 Continuing Contract Performance

A. Pending final resolution of a Claim, unless otherwise agreed in writing, the CONTRACTOR shall proceed diligently with performance of the Work and the CITY shall continue to make payments in accordance with the Contract Documents. The CITY may, but is not obligated to, notify the Surety of the nature and amount of the Claim.

16.05 Injury or Damage to Person or Property

A. If either party to the Contract suffers injury or damage to person or property because of an act or omission of the other party, of any of the other party's employees or agents, or of others for whose acts that party is legally liable, written notice of the injury or damage, whether or not insured, shall be given to the other party within a reasonable time not exceeding thirty (30) days after first observance. The notice shall provide sufficient detail to enable the other party to investigate the matter.

16.06 Initial Resolution of Claims and Disputes

A. After the CONTRACTOR has submitted the Claim to the CITY's Representative, the CITY'S Representative and CONTRACTOR'S Representative shall conduct a settlement conference within fourteen (14) calendar days from the date of receipt of the Claim. If the Claim is not settled within seven (7) calendar days following the date of the settlement conference, the CITY'S Representative and the CONTRACTOR's Representative shall state, in writing, following the conclusion of the seven (7) calendar day period, their respective position as to the matters in dispute.

B. The CITY'S and CONTRACTOR'S statement of positions shall state all known factual grounds for each party's position. If the dispute remains unresolved at the end of the seven (7) calendar days from submission of the parties' written position statements, the CONTRACTOR shall have the right to proceed with the pursuit of Claims pursuant to paragraph 16.07.

C. If a Claim has been resolved, the OWNER will prepare or obtain appropriate documentation.

16.07 Final Resolution of Claims and Disputes

A. All administrative procedures set forth in this contract must first be exhausted before suit is filed.

B. If the CITY'S Representative and the CONTRACTOR'S Representative are unable to resolve the dispute pursuant to 16.06, the parties must submit their statements of position to the Director, who shall review the Claim and make a decision within fourteen (14) calendar days.

C. Absent fraud, gross mistake or bad faith, the Director's decision shall be final and binding on CITY and CONTRACTOR within fourteen (14) calendar days after issuance. The CONTRACTOR shall give written notice to the CITY stating its intent to submit its Claim to a court of law pursuant to paragraph 17.05.A. within thirty (30) calendar days after notice of Director's decision.

D. The time frames for the Director's decision and for CONTRACTOR'S written notice of intent may be tolled by participation in voluntary mediation. Mediator selection and the procedures to be employed in voluntary mediation shall be mutually acceptable to the parties. Costs of the mediator shall be shared equally among the parties participating in the mediation. In no event shall any time frame be tolled more than 30 days for mediation. However, mediation may be employed at any time at the discretion and mutual agreement of the parties.

E. If the dispute is not resolved during voluntary mediation, The CONTRACTOR agrees that it will file no suit based on facts or evidentiary materials that were not presented for consideration to the CITY during the mediation process or of which the CONTRACTOR had knowledge and failed to present during the administrative procedures.

ARTICLE 17 MISCELLANEOUS

17.01 Giving Notice

A. Whenever any provision of the Contract Documents requires the giving of written notice, it will be given by personal delivery, by registered or certified mail, postage prepaid, to the last business address known to the giver of the notice or by confirmed electronic facsimile transmission. Notice is effective on the date of personal delivery, deposit of registered or certified mail, postage prepaid, or confirmed electronic facsimile transmission.

17.02 Computation of Times

A. When any period of time is referred to in the Contract Documents by days, it will be computed to exclude the first and include the last calendar day of such period. If the last day of such period falls on a Saturday or Sunday or on a day made a legal holiday by the law of the applicable jurisdiction, such day will be omitted from the computation.

17.03 Cumulative Remedies

A. The duties and obligations imposed by these General Conditions and the rights and remedies available hereunder to the parties hereto, and, in particular but without limitation, the

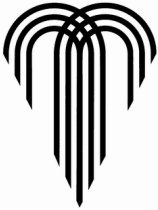
warranties, guarantees and obligations imposed upon CONTRACTOR and all of the rights and remedies available to CITY and DESIGN PROFESSIONAL hereunder are in addition to, and are not to be construed in any way as a limitation of, any rights and remedies available to any or all of them which are otherwise imposed or available by Laws or Regulations, by special warranty or guarantee or by other provisions of the Contract Documents, and the provisions of this Paragraph will be as effective as if repeated specifically in the Contract Documents in connection with each particular duty, obligation, right and remedy to which they apply.

17.04 Survival of Obligations

A. All representations, indemnifications, warranties, and guarantees made in, required by, or given in accordance with the Contract Documents, as well as all continuing obligations indicated in the Contract Documents will survive final payment, completion, and acceptance of the Work or termination or completion of the Contract.

17.05 Controlling Law

A. This Contract shall be construed and governed in accordance with the laws of the State of Missouri without giving effect to Missouri's choice of law provisions. The CITY and CONTRACTOR: (1) shall submit exclusively to the jurisdiction of the state and federal courts located in Jackson County, Missouri and no other; (2) shall waive any and all objections to jurisdiction and venue; and (3) shall not raise forum non conveniens as an objection to the location of any litigation.



SUPPLEMENTARY CONDITIONS

Project Number **82000367/464**_____

Project Title **Wornall Road Bridge Over Indian Creek – Hydraulic Restriction Removal**_____

These Supplementary Conditions amend or supplement the General Conditions of the Construction Contract and other provisions of the Contract Documents as indicated below. All provisions that are not so amended or supplemented remain in full force and effect.

SC-2.03 A. Article 2, Paragraph 2.03, Copies of Documents, is amended by deleting Paragraph 2.03 A and replacing it with the following:

- A. CITY shall furnish to CONTRACTOR one executed copy of the Project Manual including all Addenda.

SC-4.02 Article 4, Paragraph 4.02, Subsurface and Physical Conditions; Subparagraphs A and B are supplemented as follows:

In the preparation of the Contract Documents, no reports of explorations and tests of subsurface conditions at or contiguous to the Site of the Work have been prepared.

In the preparation of the Contract Documents, no drawings of physical conditions in or relating to existing surface or subsurface structures which are at or contiguous to the Site of the Work are available.

SC-4.06 Article 4, Paragraph 4.06, Asbestos, Lead-Based Paint, PCBs, Petroleum Waste or Radioactive Material, Subparagraphs A and B are supplemented as follows:

In the preparation of the Contract Documents, no reports of explorations and tests of any Hazardous Environmental Condition(s) at the Site of the Work have been prepared.

SC- 5.01 A. Article 5, Paragraph 5.01, Performance, Payment and Other Bonds, Subparagraph A, second sentence, is revised as follows:

These Bonds shall remain in effect at least until **three (3) years** after the date when final payment becomes due, except as provided otherwise by Laws or Regulations or by the Contract Documents.

SC-5.03 A. Article 5, Paragraph 5.03 Certificates of Insurance, Subparagraph A is amended by adding the following Subparagraph 1:

1. CONTRACTOR shall obtain evidence that all Subcontractors have in force the required coverage in the amounts required by these Contract Documents, and evidence that each is current on its unemployment insurance payments before Subcontractors begin Work at the Site. CONTRACTOR shall retain such evidence in its files and make available to CITY within ten (10) days after written request.

SC-5.06 A. Article 5, Paragraph 5.06, Property Insurance, Paragraph A, is amended by adding the following after the first sentence:

Property Insurance on the Work at the Site shall be written with a deductible amount not to exceed \$10,000.00.

SC-6.06 A.1 Article 6, Paragraph 6.06 Substitutes and "Or-Equal" Items, Paragraph A is amended by adding the following at the end of Paragraph A.1:

Proposed "or-equal" items must be submitted to CITY at least eleven (11) days prior to Bid date at the following address:

Water Services Department
4800 East 63rd Street
Kansas City, Missouri 64130
Attn: Courtney Hawkins, Project Manager

Only Bidders may submit proposed "or-equal" items and such items must require no change in related Work. Acceptance by CITY of any proposed "or-equal" items will be made by Addendum only.

SC-6.06 A.2. Article 6, Paragraph 6.06 Substitutes and "Or-Equal" Items, Paragraph A is amended by adding the following at the end of Paragraph A.2:

Proposed substitute items must be submitted to CITY's Representative not later than 10 days prior to the time the item is to be incorporated into the Work. Only CONTRACTOR may submit proposed substitute items, and such items must be submitted to CITY's Representative on the standard City form 01630 - Substitution Request. Acceptance by CITY of any proposed substitute item will be made by Change Order.

SC-6.07 J Article 6, Paragraph 6.07, concerning Subcontractors, Suppliers and Others, is supplemented by adding Subparagraph J as follows:

CONTRACTOR shall perform with its own organization Work amounting to not less than 51% of the total Contract Price. "Its own organization" shall be construed to include only workers employed and paid by the CONTRACTOR and equipment owned or rented by the CONTRACTOR, with or without operators. Such term does not include employees or equipment of a subcontractor, assignee, or agent of the CONTRACTOR.

SC-6.10. Article 6, Paragraph 6.10, Compliance with Laws and Regulations, is amended by adding the following new Subparagraphs immediately following Subparagraph 6.10 I 2:

a. CONTRACTOR will be required to comply with wage rates as follows:

County – Jackson

Work Type:	State –	Heavy
	State –	Building

SC-6.10. Article 6, Paragraph 6.10, Compliance with Laws and Regulations, is amended by adding the following new Subparagraph 6.10 S:

1. "Resident Laborers" means laborers who have been residents of the State of Missouri for at least thirty days and who intend to remain Missouri residents, and residents of Nonrestrictive States.

2. "Nonrestrictive States" means states identified by the Missouri Department of Labor and Industrial Relations Division of Labor Standards that have not enacted state laws restricting Missouri laborers from working on public works projects. A list of Nonrestrictive States can be found on the Division web site at <http://www.dolir.mo.gov/ls/index.htm>.

3. A period of Excessive Unemployment is declared when the Missouri Department of Labor and Industrial Relations Division of Labor Standards provides notice of such

declaration. When in effect, notice will be provided on the Division web site at <http://www.dolir.mo.gov/ls/index.htm>. It is CONTRACTOR's obligation to determine whether a period of Excessive Unemployment is in effect when this Contract is let.

4. CONTRACTOR agrees to follow the provisions of Section 290.560 - 290.575 RSMo and agrees that if a period of Excessive Unemployment has been declared at any point during the term of this Contract, it will employ and require all Subcontractors of whatever tier to employ only Resident Laborers for the Work to be performed under this CONTRACT. Provided, however, CONTRACTOR may use laborers who are not Resident Laborers when Resident Laborers are not available or are incapable of performing the particular type of work involved if CONTRACTOR so certifies in writing to CITY and CITY issues a written approval. This provision does not apply to regularly employed nonresident executive, supervisory or technical employees.

Article 6, Paragraph 6.10, Compliance with Laws and Regulations, is amended by adding the following new Subparagraph 6.10 T:

Contract Information Management System. CONTRACTOR shall comply with CITY's Contract Information Management System requirements. CONTRACTOR shall use CITY's Internet web based Contract Information Management System/Project Management Communications Tool provided by CITY and protocols included in that software during the term of this Contract. CONTRACTOR shall maintain user applications to CITY's provided system for all personnel, subcontractors or suppliers as applicable.

SC-6.11. Article 6, Paragraph 6.11, Taxes, is amended by adding the following sentence to Subparagraph 6.11 B:

B. Tax Compliance. The following subparagraphs apply if the Contract is over \$160,000.00.

SC-12.01 Article 12, Paragraph 12.01, Time of the Essence is amended by adding the following new Subparagraphs immediately following Subparagraph 12.01 A:

B. Starting and Completion

1. The Work to be performed under this Contract shall begin on the date specified in the written Notice to Proceed issued by the Director of Water Services, and the Work shall be substantially complete, in accordance with Paragraph 14.04, within 90 Calendar Days thereafter. Once the Work starts, CONTRACTOR shall continuously pursue completion of the Work.
2. The Work shall be completed and ready for final payment in accordance with Paragraph 14.07 within 90 Calendar Days after the date of Substantial Completion of the Work.

C. Actual Damages.

If the Work is not completed within the Contract Times and, as a direct result, CITY incurs additional costs or loses revenues, then the amount of such additional costs and lost revenues, including but not limited to, costs for the completion, correction, replacement, or repair of the Work, lost rental income, costs of relocating tenants, costs of lease replacement or extension, any interest charges, fines or penalties imposed, and/or additional staff costs for administration, including legal costs, will be aggregated and assessed against CONTRACTOR. These and other such costs will compound and accrue until the completion of the Work and acceptance of the Work by CITY. CONTRACTOR shall pay actual damages to CITY in the amount of those additional costs and lost revenues.

SC-13.07 Article 13, Paragraph 13.07, Correction Period, Subparagraph A is amended as follows:

The correction period set forth in Paragraph 13.07 A shall be three(3) years instead of one (1) year, which longer period of time shall also be applicable to the correction period set forth in Paragraph 13.07 C. All other provisions of Paragraph 13.07 remain unchanged except as necessary to accommodate the revised length of the correction period.

SC-14.02 A. Article 14, Paragraph 14.02, Application for Progress Payments, Subparagraph A is amended by deleting Item 3 and adding the following:

3. CITY shall process payments to CONTRACTOR on a monthly basis. Payments to CONTRACTOR will be made on the basis of ninety-five percent (95%) of the value of the Work satisfactorily completed plus ninety-five percent (95%) of the value of properly stored and insured, unused materials on hand on the Site of the Work. CITY shall retain five percent (5%) of each partial payment until completion and acceptance of the Work covered by the Contract and final payment is due. All Work covered by a payment becomes CITY's property, provided that the Work paid for remains the sole responsibility of CONTRACTOR until all terms and conditions of the Contract have been met.

SC-14.04. Article 14, Paragraph 14.04, Substantial Completion, Subparagraph A is supplemented as follows:

- A. To be considered substantially complete, the following items of the Work must be operational and ready for CITY's continuous use as intended:
 1. Excavation
 2. Restoration of surfaces including grading, seeding, sod, riprap, and concrete surfaces
 3. Trail relocation
 4. All cleanup and miscellaneous repair work

SC-14.05 Article 14, Paragraph 14.05, Partial Utilization is amended by adding the following new Subparagraph A.3. immediately following Subparagraph 14.05 A.2:

3. CITY at any time may make a written request to CONTRACTOR to permit CITY to take over operation of any part of the Work although it is not substantially complete. A copy of the request will be sent to DESIGN PROFESSIONAL, and within a reasonable time thereafter CITY, CONTRACTOR and DESIGN PROFESSIONAL shall make an inspection of that part of the Work to determine its status of completion and will prepare a list of the items remaining to be completed or corrected thereon before final payment. If CONTRACTOR does not make written objection to CITY and DESIGN PROFESSIONAL that such part of the Work is not ready for separate operation by CITY, DESIGN PROFESSIONAL will finalize the list of items to be completed or corrected and will deliver such lists to CITY and CONTRACTOR. DESIGN PROFESSIONAL will also make a written recommendation as to the division of responsibilities pending final payment between CITY and CONTRACTOR with respect to security, operation, safety, maintenance, utilities, insurance, warranties and guarantees for that part of the Work, which recommendation will become binding upon CITY and CONTRACTOR at the time when CITY takes over such operation (unless they shall have otherwise agreed in writing and so informed DESIGN PROFESSIONAL). During such operation and prior to Substantial Completion of such part of the Work, CITY shall allow CONTRACTOR reasonable access to complete or correct items on said list and to complete other related Work.

SECTION 00830

PREVAILING WAGE

1. Annual Wage Order No. 29
2. **0830.03 Division of Labor Standards Rules & Regulations** are incorporated into and made part of this Contract and are available at
<http://s1.sos.mo.gov/cmsimages/adrules/csr/current/8csr/8c30-3.pdf>

Missouri

Division of Labor Standards

WAGE AND HOUR SECTION



MICHAEL L. PARSON, Governor

Annual Wage Order No. 29

Section 048
JACKSON COUNTY

In accordance with Section 290.262 RSMo 2000, within thirty (30) days after a certified copy of this Annual Wage Order has been filed with the Secretary of State as indicated below, any person who may be affected by this Annual Wage Order may object by filing an objection in triplicate with the Labor and Industrial Relations Commission, P.O. Box 599, Jefferson City, MO 65102-0599. Such objections must set forth in writing the specific grounds of objection. Each objection shall certify that a copy has been furnished to the Division of Labor Standards, P.O. Box 449, Jefferson City, MO 65102-0449 pursuant to 8 CSR 20-5.010(1). A certified copy of the Annual Wage Order has been filed with the Secretary of State of Missouri.

Original Signed by

Todd Smith, Director
Division of Labor Standards

Filed With Secretary of State: _____ **March 10, 2022**

Last Date Objections May Be Filed: **April 11, 2022**

Prepared by Missouri Department of Labor and Industrial Relations

Building Construction Rates for
JACKSON County

Section 048

OCCUPATIONAL TITLE	**Prevailing Hourly Rate
Asbestos Worker	\$67.05
Boilermaker	\$37.33*
Bricklayer	\$59.20
Carpenter	\$60.21
Lather	
Linoleum Layer	
Millwright	
Pile Driver	
Cement Mason	\$54.35
Plasterer	
Communications Technician	\$58.66
Electrician (Inside Wireman)	\$66.21
Electrician Outside Lineman	\$64.01
Lineman Operator	
Lineman - Tree Trimmer	
Groundman	
Groundman - Tree Trimmer	
Elevator Constructor	\$37.33*
Glazier	\$56.84
Ironworker	\$66.35
Laborer	\$49.04
General Laborer	
First Semi-Skilled	
Second Semi-Skilled	
Mason	\$54.39
Marble Mason	
Marble Finisher	
Terrazzo Worker	
Terrazzo Finisher	
Tile Setter	
Tile Finisher	
Operating Engineer	\$60.71
Group I	
Group II	
Group III	
Group III-A	
Group IV	
Group V	
Painter	\$50.15
Plumber	\$74.12
Pipe Fitter	
Roofer	\$57.93
Sheet Metal Worker	\$71.70
Sprinkler Fitter	\$61.32
Truck Driver	\$47.50
Truck Control Service Driver	
Group I	
Group II	
Group III	
Group IV	

*The Division of Labor Standards received fewer than 1,000 reportable hours for this occupational title. The public works contracting minimum wage is established for this occupational title using data provided by Missouri Economic Research and Information Center.

**The Prevailing Hourly Rate includes any applicable fringe benefit amounts for each occupational title as defined in Section 290.210 RSMo.

Heavy Construction Rates for
JACKSON County

Section 048

OCCUPATIONAL TITLE	**Prevailing Hourly Rate
Carpenter	\$60.95
Millwright	
Pile Driver	
Electrician (Outside Lineman)	\$84.43
Lineman Operator	
Lineman - Tree Trimmer	
Groundman	
Groundman - Tree Trimmer	
Laborer	\$49.28
General Laborer	
Skilled Laborer	
Operating Engineer	\$58.78
Group I	
Group II	
Group III	
Group IV	
Truck Driver	\$50.64
Truck Control Service Driver	
Group I	
Group II	
Group III	
Group IV	

Use Heavy Construction Rates on Highway and Heavy construction in accordance with the classifications of construction work established in 8 CSR 30-3.040(3).

Use Building Construction Rates on Building construction in accordance with the classifications of construction work established in 8 CSR 30-3.040(2).

If a worker is performing work on a heavy construction project within an occupational title that is not listed on the Heavy Construction Rate Sheet, use the rate for that occupational title as shown on the Building Construction Rate Sheet.

*The Division of Labor Standards received fewer than 1,000 reportable hours for this occupational title. The public works contracting minimum wage is established for this occupational title using data provided by Missouri Economic Research and Information Center.

**The Prevailing Hourly Rate includes any applicable fringe benefit amounts for each occupational title as defined in Section 290.210 RSMo.

OVERTIME and HOLIDAYS

OVERTIME

For all work performed on a Sunday or a holiday, not less than twice (2x) the prevailing hourly rate of wages for work of a similar character in the locality in which the work is performed or the public works contracting minimum wage, whichever is applicable, shall be paid to all workers employed by or on behalf of any public body engaged in the construction of public works, exclusive of maintenance work.

For all overtime work performed, not less than one and one-half (1½) the prevailing hourly rate of wages for work of a similar character in the locality in which the work is performed or the public works contracting minimum wage, whichever is applicable, shall be paid to all workers employed by or on behalf of any public body engaged in the construction of public works, exclusive of maintenance work or contractual obligation. For purposes of this subdivision, "**overtime work**" shall include work that exceeds ten hours in one day and work in excess of forty hours in one calendar week; and

A thirty-minute lunch period on each calendar day shall be allowed for each worker on a public works project, provided that such time shall not be considered as time worked.

HOLIDAYS

January first;
The last Monday in May;
July fourth;
The first Monday in September;
November eleventh;
The fourth Thursday in November; and
December twenty-fifth;

If any holiday falls on a Sunday, the following Monday shall be considered a holiday.

Rules of Department of Labor and Industrial Relations

Division 30—Division of Labor Standards

Chapter 3—Prevailing Wage Law Rules

Title	Page
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**Title 8—DEPARTMENT OF
LABOR AND
INDUSTRIAL RELATIONS**

**Division 30—Division of
Labor Standards**

Chapter 3—Prevailing Wage Law Rules

**8 CSR 30-3.010 Applicable Wage Rates for
Public Works Projects**

PURPOSE: This rule sets forth applicable wage requirements relative to work performed by workers on public funded projects.

(1) All public bodies of Missouri, before advertising for bids or undertaking construction work, must obtain from the department an annual wage order which sets forth the applicable hourly rate of wages (the prevailing wage or the public works contracting minimum wage as provided in section 290.257) in the locality. The rates so determined shall be incorporated in the contract specifications and made a part of those specifications, except that construction contracts of the State Highway and Transportation Commission need not list specific wage rates to apply, but may refer to the wage rates contained in the appropriate General Wage Orders issued by the department, as applicable.

(2) Request for annual wage orders shall be initiated at least ten (10) calendar days before advertisement of the specifications for the contract for which the determination is sought. An exception from this provision will be made by the department only upon a proper showing of extenuating circumstances. The department has prepared and printed Form No. PW-3 for use in making a request. The form may be secured by writing Division of Labor Standards, PO Box 449, Jefferson City, MO 65102 or by visiting the following website: https://labor.mo.gov/sites/labor/files/pubs_for_ms/PW-3-AI.pdf.

(3) A project notification form PW-2 must be filed for each separate project by the public body, except the State Highways and Transportation Commission, which will be furnished prevailing wage determinations under General Wage Orders.

(4) The annual wage order issued by the department contains the current applicable wage rates in the locality at the time the annual wage order is issued. Hours worked during the calendar year are used to set the prevailing wage rates in the annual wage order issued in March of the following year. The department will consider hours submitted for use in its initial determination of the prevailing wage rates to be included in a particular year's wage order only if those hours are

received from a contractor, by either paper submission on a form provided by the department or in electronic format, no later than January 31 of that year. Handwritten submissions will not be accepted. For purposes of submitting reportable hours, the term "contractor" shall include a "subcontractor." The department will not include the following hours in the calculation of the annual wage order:

(A) Hours not readily identifiable as being submitted by a contractor;

(B) Hours worked by federally-registered apprentices or entry-level workers;

(C) Hours worked on residential construction projects.

(5) Section 290.262.8, RSMo, provides that the annual wage order for a particular occupational title may be altered once each year with an incremental increase. A public body shall specify in the call for bids for each contract the applicable hourly rate of wages in the locality for each type of worker as set forth in the annual wage order or any replacement page(s) identifying the annual incremental increase issued by the department for the prevailing hourly rate of wages. The wage rates attached to, and made a part of, the call for bids for a contract shall remain in effect for the duration of that particular contract.

(6) It should be understood by all interested parties that the certified applicable wage rates determined by the department are minimum wage rates. The contractor may not pay less than the applicable wage rates determined by the department for the project or contract awarded to him/her as set forth in the proposal on which s/he submitted his/her bid. Employees are free to bargain for a higher rate of pay and employers are free to pay a higher rate of pay.

(7) Each month the successful bid contractors shall submit certified copies of their current payrolls to the contracting public body. The public body, upon receipt of the payrolls on a project, shall keep the payrolls on file for a period of one (1) year from the date of submission of the final payrolls by the contractor. Payroll records shall set out accurately and completely, for each individual, the following information which shall be specifically recorded by occupational title classification and type of worker (journeyman, entry-level worker, or federally-registered apprentice): name and address of each worker, rate of pay, daily and weekly number of hours worked, deduction made, and actual wages paid. The payroll records shall be available at all times for inspection by authorized representatives of the Department of Labor and Industrial Relations.

(8) The public body shall make examinations of the payrolls and other records of each contractor or subcontractor as may be necessary to assure compliance with the provisions of the law. In connection with those examinations, particular attention should be given to the correctness of classifications and any disproportionate employment of any workers. The examinations shall be of a frequency that may be necessary to assure conformity with the provisions of the law. An examination shall be made after the project has been substantially completed but prior to the acceptance of the affidavit as required by section 290.290, RSMo. If any violation of sections 290.210–290.580, RSMo, is discovered by the inspecting public body, it is their duty under section 290.250, RSMo, to withhold and retain from payments to the contractor all sums and amounts due and owing as a result of any violation. Any violation shall be immediately reported to the Division of Labor Standards at PO Box 449, Jefferson City, MO 65102 or by telephone or electronically.

AUTHORITY: section 290.240.2, RSMo Supp. 2018. Original rule filed Dec. 18, 1975, effective Dec. 28, 1975. Amended: Filed July 24, 1984, effective Nov. 11, 1984. Amended: Filed Aug. 24, 1990, effective April 29, 1991. Emergency amendment filed Sept. 15, 1994, effective Sept. 25, 1994, expired Jan. 13, 1995. Emergency amendment filed Dec. 9, 1994, effective Jan. 14, 1995, expired May 13, 1995. Emergency amendment filed May 1, 1995, effective May 14, 1995, expired Sept. 10, 1995. Amended: Filed May 1, 1995, effective Aug. 30, 1995. Amended: Filed July 17, 1995, effective Jan. 30, 1996. Amended: Filed March 27, 2000, effective Oct. 30, 2000. Amended: Filed Nov. 9, 2000, effective May 30, 2001. Emergency amendment filed Nov. 10, 2015, effective Nov. 20, 2015, expired May 17, 2016. Amended: Filed Nov. 10, 2015, effective April 30, 2016. Emergency amendment filed Nov. 21, 2018, effective Dec. 1, 2018, expired May 29, 2019. Amended: Filed Nov. 21, 2018, effective July 30, 2019.*

**Original authority: 290.240, RSMo 1957, amended 1969, 2018.*

Woodman Engineering Company v. Butler, 442 SW2d 83 (Mo. App. 1969). The function of reviewing court in prevailing wage cases is to decide if the determination of the commission was authorized by law and was supported by competent and substantial evidence upon the whole record. A decision clearly contrary to the evidence should be set aside. However, all pertinent evidence and factors must be considered in determining the applicable prevailing wage.



City of Joplin v. Industrial Commission of Missouri, 329 SW2d 687 (Mo. En Banc 1959). Administrative agencies do not have authority to determine constitutionality of legislation. Determination of prevailing wage earnings by commission must be based upon all current relevant factors.

8 CSR 30-3.020 Definitions

PURPOSE: This rule sets forth the definition of certain terms for purposes of issuance and use of annual and general wage orders under the Prevailing Wage Law, sections 290.210–290.580, RSMo and the rules in this chapter.

(1) The term construction of public works generally includes construction activity as distinguished from manufacturing, furnishing of materials or servicing and maintenance work. The term includes, without limitation, the construction of buildings, structures and improvements of all types, such as bridges, dams, plants, highways, parkways, streets, subways, tunnels, sewers, mains, power lines, pumping stations, heavy generators, railways, airports, terminals, docks, piers, wharves, ways, lighthouses, buoys, jetties, breakwaters, levees, canals, dredging, shoring, rehabilitation and reactivation of plants, scaffolding, drilling, blasting, excavating, clearing and landscaping. The manufacture or furnishing of materials, articles, supplies or equipment is not construction of public works within the meaning of the Prevailing Wage Law unless conducted in connection with and at the site of construction. The term construction of public works also means all work done in the construction or development of a public works project, including without limitation, altering, remodeling, demolishing existing structures, installation on the site of the construction of items fabricated off-site, painting and decorating, the transporting of materials and supplies to or from the site of the construction by the employees of the construction contractor or construction subcontractor, and the manufacturing or furnishing of materials, articles, supplies or equipment on the site of the construction by persons employed by the contractor or subcontractor.

(2) The term site of the building or construction job means the physical place(s) where the public works are to be constructed, and also means other adjacent or nearby property used by the contractor or subcontractor in that construction which can reasonably be said to be included in the site. Except as otherwise provided in this section, fabrication plants, mobile factories, batch plants, borrow pits, job headquarters, tool yards and the like, are part of the site of the building or con-

struction job provided they are dedicated in a substantial degree to the performance of the public works project, and are so located in proximity to the actual construction location that it would be reasonable to include them. The dedication of seventy-five percent (75%) or more of the output of a fabrication plant, batch plant and the like, to the public works project raises a rebuttable presumption that the facility is part of the site of the building or construction job. The presumption may be rebutted by evidence showing that the facility was established for other legitimate commercial purposes that make the facility useful well after the public works project has been completed. Not included in the site of the building or construction job are permanent home offices, branch plant establishments, fabrication plants and tool yards of a contractor or subcontractor whose location and continuance in operation are determined wholly without regard to a particular public works project. In addition, fabrication plants, batch plants, borrow pits, job headquarters, tool yards and the like, of a commercial supplier or materialman which are established by a supplier of materials for the project before opening of bids and not on the project site are not included in the site of the building or construction job. The permanent, previously established facilities are not a part of the site of the building or construction job, even where the operations for a period of time may be dedicated exclusively, or nearly so, to the performance of a public works project.

AUTHORITY: section 290.240, RSMo 1994.* Original rule filed Aug. 24, 1990, effective April 29, 1991. Amended: Filed July 17, 1995, effective Jan. 30, 1996.

*Original authority: 290.240, RSMo 1957, amended 1959.

8 CSR 30-3.030 Apprentices and Entry-Level Workers

PURPOSE: This rule sets forth the requirements for the payment of wages to apprentices and entry-level workers employed on public works subject to the Prevailing Wage Law.

PUBLISHER'S NOTE: The secretary of state has determined that the publication of the entire text of the material which is incorporated by reference as a portion of this rule would be unduly cumbersome or expensive. This material as incorporated by reference in this rule shall be maintained by the agency at its headquarters and shall be made available to the public for inspection and copying at no more than the actual cost of reproduction. This note applies only to the reference mate-

rial. The entire text of the rule is printed here.

(1) Journeymen's rate of pay shall be paid to all workers employed on public works construction except entry-level workers or apprentices registered and participating in apprentice programs registered with the United States Department of Labor, Employment and Training Administration; and apprentices registered and participating in programs certified by the Secretary of the United States Department of Transportation as promoting equal opportunity in connection with federal-aid highway construction programs. Such workers shall be paid not less than fifty percent (50%) of the applicable wage rate for a journeyman worker under the appropriate occupational title for a specific locality. In calculating the applicable wage rate for a journeyman worker, fringe benefits shall be included.

(2) As set forth in section 290.235, "on-the-job training workers" are defined as follows:

(A) "Federally-registered apprentices" – Workers participating in programs administered by the United States Department of Labor and subject to their specific requirements (See 29 U.S.C. section 50 and 29 C.F.R. 29) and workers participating in programs administered by the United States Department of Transportation and subject to their specific requirements. (See 23 U.S.C. section 113 and 23 C.F.R. 230); and

(B) "Entry-level workers"—Any worker who is not a journeyman and who is not otherwise enrolled in a federally-registered apprenticeship program but is participating in an on-the-job training program provided by the contractor for whom they perform work on a public construction project.

(3) Workers employed on federal-aid highway construction projects may be paid at an apprentice rate of pay if enrolled in an apprenticeship or skill training program which has been certified by the Secretary of the United States Department of Transportation pursuant to 23 U.S.C. 113. In the event the Secretary of Transportation withdraws approval of a program, the contractor will no longer be permitted to pay workers less than the applicable predetermined rate for the work performed until an acceptable program is approved.

AUTHORITY: section 290.240, RSMo Supp. 2018.* Original rule filed Aug. 24, 1990, effective April 29, 1991. Amended: Filed July 17, 1995, effective Jan. 30, 1996. Emergency amendment filed Nov. 21, 2018, effective Dec. 1, 2018, expired May 29, 2019. Amended:



Filed Nov. 21, 2018, effective July 30, 2019.

**Original authority: 290.240, RSMo 1957, amended 1969, 2018.*

8 CSR 30-3.040 Classifications of Construction Work

PURPOSE: *The Department of Labor and Industrial Relations has the responsibility under section 290.260, RSMo to determine the prevailing hourly rate of wages to be paid to workers engaged in work of a similar character. This rule establishes classifications of construction work for the department to use in determining the prevailing hourly rate of wages for work of a similar character.*

(1) All public works construction, for which the prevailing hourly rate of wages or the public works contracting minimum wage of workers are to be determined, shall be classified as either—

- (A) Building construction; or
- (B) Highway and heavy construction.

(2) Building construction shall mean the following:

(A) Building structures, including modification, additions or repairs, or both, to be used for shelter, protection, comfort, convenience, entertainment or recreation, or for protection of people or equipment;

(B) Buildings at an airport project, such as terminal buildings, freight buildings, and any other construction necessary for the operation of the airport facilities;

(C) Stadiums, athletic fields, dressing rooms, bleachers, and all other buildings needed in connection with an athletic or entertainment facility;

(D) Entire buildings that are built above-ground in connection with highway, subway, or tunnel projects, such as tool stations or housing for mechanical equipment;

(E) Excavation for the building itself, including backfilling inside and outside the building;

(F) Storm and sanitary sewers inside the building and to the curb line;

(G) Work in connection with telephone, electrical, water, oil, gas, or fuel lines, or other utility or communication lines inside a building and to the curb line;

(H) Sidewalks other than those that are poured in connection with a street or road project;

(I) Driveways that are built to serve a building;

(J) Parking lots connected to a building and all structures built as parking facilities;

(K) Retaining walls built in conjunction

with a building project;

(L) Demolition of a building(s) as part of the site preparation for new building construction;

(M) Landscaping of building sites or the planting of all shrubbery that is incidental to building construction as defined in section (2); and

(N) Work on water and wastewater treatment plants within the fence line.

(3) Highway and heavy construction shall mean the following:

(A) Work in connection with roads, streets, parkways, alleys and highways including, but not limited to, grading, paving, curbing, signs, fences, guard rails, bridges, lighting, retaining walls, and landscaping;

(B) Work on viaducts, overpasses, underpasses, drainage projects, aqueducts, irrigation projects, flood control projects, reclamation projects, reservoir filtration and supply projects, water power, duct lines, distribution lines, pipe lines, locks, dikes, levees, revetments projects, excluding work specifically defined as building construction;

(C) Work in connection with underground construction on tunnels and shafts;

(D) Railroad work in its entirety, including elevated railroads;

(E) Main and side sewers;

(F) Work in connection with airports, such as runways, roads, and streets, but excluding that which is listed as building construction;

(G) Work in connection with telephone, electrical, water, oil, gas, or fuel lines, or any other utility or communication lines from the curb line;

(H) Sidewalks when poured incidental to a street or road project;

(I) Parking lots not incidental to a building construction project; and

(J) Demolition of all buildings as part of site preparation for any highway and heavy construction as is otherwise defined in section (3).

AUTHORITY: *section 290.240, RSMo Supp. 2018.* Original rule filed Aug. 24, 1990, effective April 29, 1991. Amended: Filed July 17, 1995, effective Jan. 30, 1996. Emergency amendment filed Nov. 21, 2018, effective Dec. 1, 2018, expired May 29, 2019. Amended: Filed Nov. 21, 2018, effective July 30, 2019.*

**Original authority: 290.240, RSMo 1957, amended 1969, 2018.*

8 CSR 30-3.050 Posting of Prevailing Wage Rates

PURPOSE: *This rule sets forth the require-*

ments for the posting of prevailing wage rates on public works projects subject to the Prevailing Wage Law.

(1) Contractors and subcontractors engaged in public works projects shall post the applicable hourly rate of wages (the prevailing wage or the public works contracting minimum wage as provided in section 290.257, excluding rates on projects for which the engineer's estimate or the bid accepted by the public body for the total project cost is less than seventy-five thousand dollars (\$75,000)) in a dry, accessible place within the field office at the site of the building or construction job. On public works projects for which no field office is needed or established, such as road construction, sewer lines, pipelines, and the like, a contractor/subcontractor may post the applicable hourly rates of wages at the contractor/subcontractor's local office or batch plant, so long as the contractor/subcontractor provides a copy of the prevailing hourly wage rates to any worker upon request. Applicable hourly wage rates must be posted and maintained in a clearly legible condition for the duration of the public works project as provided by law.

AUTHORITY: *section 290.240, RSMo Supp. 2018.* Original rule filed Aug. 24, 1990, effective April 29, 1991. Emergency amendment filed Nov. 21, 2018, effective Dec. 1, 2018, expired May 29, 2019. Amended: Filed Nov. 21, 2018, effective July 30, 2019.*

**Original authority: 290.240, RSMo 1957, amended 1969, 2018.*

8 CSR 30-3.060 Occupational Titles of Work Descriptions

PURPOSE: *The Department of Labor and Industrial Relations is required to determine the prevailing hourly rate of wages to be paid to each worker engaged in construction on a public works project, relative to the type of work performed by each worker. This rule describes by occupational title the type of work performed in the construction of a public works project in Missouri and sets forth the procedures to be followed in identifying each occupational title utilized on a public works project.*

(1) Each occupational title defines by name the type of work performed in the construction of a public works project. The description of work designated for a particular occupational title is not intended to be jurisdictional in scope or nature, and is not to be construed as limiting or prohibiting workers from engaging in construction work falling within



several occupational titles.

(2) Each occupational title of work description shall be based upon the particular nature of the work performed, with consideration given to those trades, occupations or work generally considered within the construction industry as constituting a distinct classification of work. In determining occupational titles and scope of work definitions, the department shall consider the following:

(A) Collective bargaining agreements;

(B) *Dictionary of Occupational Titles*, as published by the United States Department of Labor; and

(C) Opinions of experts from organized labor and the opinions of contractors and contractor associations as they relate to the custom and usage applicable to the construction industry in Missouri.

(3) Interested parties who wish to submit wage information to be used in establishing the prevailing hourly rate of wages for a particular class or type of work are required to identify the work according to the applicable occupational title of work description set forth in this rule. Hours of work reported by a contractor or subcontractor to the department shall not be used to establish the prevailing hourly rate of wages if the party submitting the hours of work fails to identify the work under one of the occupational titles included in section 290.257.

(4) Any question as to the proper classification of work should be resolved before the work in question is commenced. Interested parties are encouraged to contact the Prevailing Wage Section of the Division of Labor Standards for an interpretation of these rules and for a determination of the appropriate occupational title of work description, relative to the class or type of work to be performed.

(5) The occupational titles and work descriptions for each type or class of work contained herein are valid throughout the entire state of Missouri. Through an objection to a wage order, an interested party may assert that any given description of work, as stated within this rule, does not apply to a specific occupational title(s) and that a different work description should apply to that occupational title(s). The interested party shall have the burden of proving by a preponderance of the evidence the inapplicability of the description of work within that particular occupational title, but shall be afforded the opportunity to do so in a hearing on an objection to the wage order before the Labor and Industrial Relations Commission.

(6) Occupational titles of work descriptions may be obtained from the department by written request to the director of the Division of Labor Standards, PO Box 449, Jefferson City, MO 65102 or by visiting the following website: <https://labor.mo.gov/DLS/PrevailingWage/pw> Contractors.

(7) The occupational titles of work descriptions set forth here are as follows:

(A) Asbestos Worker—Applies to workers who apply insulation materials to mechanical systems to reduce loss or absorption of heat, prevent moisture condensation, and to deaden sound and prevent vibration. The workers remove all insulation materials from mechanical systems unless the mechanical system is being scrapped. The work falling within this occupational title of work description includes:

1. The preparation, including the building of enclosures and hanging polyurethane, and physical distribution on the job site of asbestos, cork, plastic, magnesite or similar materials, or other materials used as a substitute, and used as thermal insulation. The manufacture, fabrication, assembling, molding, handling, erection, spraying, pouring, making, hanging, application, adjusting, alteration, repairing, dismantling, reconditioning, corrosion control, and testing of heat or frost insulation, such as asbestos, cork, mineral wall, infusorial earth, mercerized silk, flax, fiber, fire felt, asbestos paper, asbestos curtain, asbestos millboard, fibrous glass, foam glass, styrofoam, polyurethane, polystyrene, metals, plastics, fibrous matter, roving, and resins, and the erection of scaffolding up to fourteen feet (14'), working platform;

2. The covering, including encapsulation, of boilers, tanks, refrigeration units, evaporators, turbines, fittings, valves, ducts, flues, vats, equipment, hot and cold pipes, or any other hot or cold surfaces with the insulation materials listed in this rule, used for the purpose of thermal insulation, fire stoppage, fireproofing, radiator protection, sound deadeners, and the lagging (covering) on piping; and

3. The removal of all insulation materials from mechanical systems, unless the mechanical system is being scrapped, whether they contain asbestos or not (pipes, boilers, ducts, flues, breechings). All cleanup required in connection with this work, shall include the sealing, labeling, and dropping of scrap material into the appropriate containers. (After drop, final disposal is considered to be the class or type of work falling within the occupational title of work description for second semiskilled laborer.);

(B) Boilermaker—Applies to workers who assemble, erect, and repair boilers, tanks,

vats, and pressure vessels according to blueprint specifications, using handtools, portable power tools, and equipment. The work falling within this occupational title of work description includes:

1. Locating and marking of reference points for columns on plates or foundations, using master straightedge, squares, transit, and measuring tape;

2. Using rigging or cranes to lift parts to specified positions;

3. Aligning structures or plate sections, using plumb bobs, levels, wedges, dogs, or turnbuckles;

4. Drilling, reaming, chipping, caulking, and grinding of structures and sections and bolting or welding them together;

5. Setting of drums and headers and installation of tubes;

6. Cleaning up as necessary in connection with this work; and

7. Riveting, acetylene burning, rigging, fitting-up, impact machine operating, unloading and handling of material and equipment where power equipment and rigging are required;

(C) Bricklayers—Applies to workers who prepare, lay, set, bed, point, patch, grout, caulk, cut, fit, plumb, align, level, anchor, bolt, or weld brick, stone masonry, precast aggregate panels, and all types of artificial or imitation masonry. Also, the workers install expansion joint materials in brick, stone masonry, precast aggregate panels, and all types of artificial or imitation masonry. The work falling within this occupational title of work description includes:

1. The unloading of brick, stone masonry, precast aggregate panels, and all types of artificial or imitation masonry where power equipment and rigging are required;

2. The masonry paving and rip-rapping of all types, with or without mortar;

3. The reinforcing of masonry, including placing, tying, and setting of rods;

4. The application of insulation systems and materials, and air and/or vapor barrier systems and materials, by spray, trowel, roller, adhesive, or mechanically fastened in or to all masonry walls;

5. The caulking of abutting masonry openings in masonry walls, expansion joints, and false joints in all types of masonry;

6. The waterproofing of all types of masonry, which shall include installation and application of air and/or vapor barrier systems and materials by spray, trowel, roller, adhesive, or mechanically fastened; and

7. The cleaning, tuckpointing, sandblasting, steam cleaning, and Guniting work on all types of masonry;

(D) Carpenter (which shall include pile driver, millwright, lather, and linoleum layer)—Applies to workers who construct,



erect, install, and repair structures, structural members and fixtures made of wood, plywood, wallboard, and materials that take the place of wood, such as plastic, metals, composites, fiberglass, and Transit sheeting and Cemesto Board, using carpenter hand tools and power tools. The work falling within this occupational title of work description includes:

1. General Carpenter.

A. The layout of buildings or structures on the site or plot. The installation of aluminum expansion joints for buildings and bridge structure as well as concrete strike-off machines.

B. The making and setting of all concrete forms (except curb forms on heavy construction), including establishment of building lines or flow lines (box culverts, bridges) including footing forms. The making of all forms used in tilt-up construction. The layout, installation, and construction for wall forms and footing forms, all block-outs, wood or steel, layout, and installation of all embedded items.

C. The building and handling of scaffolds used by carpenters to work from. All scaffolding, constructed or assembled, fourteen feet six inches (14'6") and higher for normal or specialty use—regardless of purpose.

D. The building of rough wooden structures, such as concrete forms, scaffolds, wooden bridges, trestles, coffer dams, tunnel and sewer support, welding and burning.

E. The selection of specified type of lumber or other materials. Prepare layout, using rule, framing square, and calipers. Mark cutting and assembling lines on materials, using pencil, chalk, and marking gauge. Shape materials to prescribed measurements, using saws, chisels, and planes. Assemble, cut, and shape materials and fasten them together with nails, dowel pins, or glue. Erect framework for structures. Verify trueness of structure with plumb bob and carpenter's level. Apply decorative paneling to walls.

F. The installation of ladders, handrails, walkways, platforms, and gangways made of wood as well as shoring and lagging. Install doors and wood and metal windows and bucks, including hardware (bucks are rough frames in which finished frames are inserted) in building framework and brace them with boards nailed to framework. Install pallet racks and metal shelving. Install subflooring in buildings. Install insulation such as batt, board, safing, thermal, styrofoam, sound attenuation, fiberglass when the installation of the insulation material is not being applied as an integral part of the roofing system. Nail plaster grounds (wood or metal strips) to studding. Fit and nail sheathing on outer walls and roofs on

buildings. Install beams and trusses of wood laminate.

G. The making, handling, and setting of all frames, sash, blinds, trim, and other fixtures (for example, cabinets, bookcases, and benches), when made of wood or any wood substitute. The handling and assembly of chairs, seats, bleachers, and benches and other furniture in theaters, halls, schools, and other places of assemblage on floors of any kind. Install protection screens, chalk boards, toilet partitions (plastic laminate, solid plastic). Caulking of fixtures and countertops including Corian tub and shower enclosures.

H. The installation of wood and metal studs and exterior panels.

I. The handling, cutting, sawing, fitting of drywall (sheetrock), and lead-lined drywall whether for walls, ceilings, floors, soffits, or any use, no matter how installed—nailed, screwed, glued, or otherwise (interior, exterior). Lead-lined drywall is used in X rays to avoid radiation exposure. Install corner guards and wooden and plastic column covers.

J. The handling and installation of acoustical and egg crate ceiling systems in its entirety (hanger wire, grid, molding, tile) whether vertically or horizontally installed.

K. The installation of all builders hardware, including door tracks of every description. The installation of all weather strips. The making, fitting, and hanging of fly screens for doors, windows, and other openings.

L. Installation of wood and hollow metal doors, rollup garage doors, overhead doors or rolling fire doors, automatic doors, channel iron door bucks, glass sliding, and bi-fold doors.

M. The installation of access flooring, computer floors, and raised or elevated floors. Install modular headwall units and laboratory casework and fume hoods;

2. Pile Driver—The work falling within the occupational title of work description for pile driver includes:

A. The handling, layout, driving, cutting, and splicing of wood, metal, or concrete piling regardless of purpose (for example, sheets, I-beams, pile caps, and welding to piling);

B. The assembly, disassembly, and rigging of the pile driving equipment; and

C. The conduct of underwater diving that is incidental to pile driving work;

3. Millwright—Applies to workers who design, build, or repair mills or mill machinery; hoist, dismantle, erect, assemble, line, and adjust all machines used in the transmission of power in buildings, factories or elsewhere; unload machines used in the transmission of power in buildings, factories, or elsewhere, where power equipment and rigging

are required. The work falling within this occupational title of work description includes: the setting of all classes of engines, direct drive motors, dynamos, turbines, generators, and air compressors and pumps. The assembling, setting, and packing of all compressors and pumps. The placing of all pulleys, sheaves, and fly wheels on the listed equipment. The making and setting of all templates and bolts for all machinery requiring same. Drypacking for sole plates. Installation of truck and railroad scales. Installation of trash compactors. Installation of all types of conveyors. The cutting and threading of all bolts. The handling and operating of all acetylene and devices for heating, welding, and cutting when used in connection with millwright work;

4. Lather—Applies to workers who erect horizontal metal framework to which laths are fastened, using nails, bolts, studgun, or a combination of these, drills holes in floor and ceiling, and drives ends of wooden or metal studs into holes to provide anchor for furring or rockboard laths. The occupational title of lather applies to workers who nail, clip, or fasten, all types of wood, wire, and metal laths, plasterboard, wallboard, rockboard, gypsum, sheetrock, and acoustical materials which take the place of same to walls, ceilings, and partitions of buildings to provide supporting base for plaster, fireproofing, or acoustical material. The occupational title of work description for lather applies to workers who erect all metal plastering accessories which are covered or serve as ground, or both, guard, stock, or screed for plaster materials, including wire mesh. The work falling within the occupational title of work description includes:

A. The installing of carrying bars and purlins (pieces of horizontal timber), light iron, and metal furring (thin strips of wood or metal to create air space) of all descriptions, such as rods, channels, flat iron, T-bar, H-bar, and other ceiling bars or systems for the receipt of lath and board;

B. The wiring of plasterer channels to overhead structural framework to provide support for plaster or acoustical ceiling tile; and

C. The nailing of plaster grounds (wood or metal strips) to studding to provide a guide for those workers performing work falling within the occupational title of work description for plasterer;

5. Linoleum Layer—Applies to workers who measure, cut, sew, make-up and seam, tape, fit, lay, and install and seal and wax materials to be cemented, tacked, or otherwise applied to its base, wherever it may be. These materials may be used as shock-absorbing, sound-absorbing, or decorative coverings. With the exception of terrazzo,



magnesite, and latex built-up floors, the materials include oil cloth, matting, linen, carpet, synthetic turf, linoleum, vinyl, plastic, rubber, cork, mastic, asphalt, mastipave, tile, wood tile, interlocking and magnetic tile, chalk and bulletin board, nonslip or abrasive materials, resilient, decorative seamless surface coatings, monolithic coverings (monolithic shall mean all resilient seamless material such as epoxy, polyethylene, plastics and their derivatives, components and systems), and all other resilient coverings on floors, walls, counters, table tops, and ceilings. The work falling within the occupational title of work description includes:

A. The handling of materials at the point of installation;

B. The performing of all necessary preparation and finish work, such as sweeping, scraping, sanding, or chipping dirt and irregularities from base surfaces and filling cracks with putty, plaster, or cement grout to form smooth, clean foundations, drilling holes for sockets and pins;

C. The installing of underlayment, sanding and filling, fitting of metal edgings, metal corners, and caps and fitting devices for attachment of these materials;

D. The spreading of adhesive cement over floor to cement foundation material to the floor;

E. The laying of covering on cement; and

F. The rolling of finished floor to smooth it out and press cement into base and covering;

(E) Cement Mason (which shall include plasterer)—The work falling within this occupational title of work description includes:

1. Cement Mason - Applies to workers who perform work on concrete where finishing tools are used.

A. The setting of screeds, the rodding (buildings), shaping, smoothing, and finishing of the surfaces of freshly poured concrete floors, walls, sidewalks, curbs, steps, and stairways, the finishing of extruded barrier rails or any other concrete surface requiring finishing, using hand tools or power tools, including floats, trowels, screeds, and straightedge.

B. The removing of rough or defective spots from concrete surfaces, using grinder or chisel and hammer and patching holes with fresh concrete or epoxy compound preparatory to sacking.

C. The molding of expansion joints and edges, using edging tools, jointers, and straightedge.

D. The application of penetrating sealer and primer protective coatings to concrete floors and steps when part of the finishing process.

E. The installation of seamless com-

position floors and the installation and finishing of epoxy-based coatings or polyester-based linings to all surfaces, when the coatings or linings are applied by spraying or troweling.

F. The sandblasting or water blasting for architectural finish or preparatory to patching.

G. The cutting of joints with concrete saw for the control of cracks in buildings and sidewalks, driveways, and curbs and gutters contiguous to buildings.

H. The setting of concrete curb, gutter, and sidewalk forms one (1) board high up to twelve inches (12");

2. Plasterer - Applies to workers who apply gypsum, Portland cement, stucco, imitation stone, and kindred materials and products to interior walls, ceilings, and partitions and to exterior walls of buildings, and finish those materials and products.

A. The spreading of plaster over laths, masonry, or any other base, using trowel, and smoothing the plaster with darby and float for uniform thickness;

B. The application of the various manufacturers' brand names of thin coat or plaster veneer;

C. The application of all bonding agents and mastic;

D. The roughing of undercoat with wire or metal scraper to provide bond for succeeding coat of plaster;

E. The application of all malleable plastic materials and epoxy materials;

F. The setting in place of plaster-board, insulation board, styrofoam and bead-board, ground, locks, patent dots, cork plates, brownstone and acoustical tile, fiberglass reinforcement and finished products;

G. The plastering of joints, nail holes, and bruises on wallboard;

H. The grouting and filling of door bucks, runners, and similar installations, in conjunction with plastering operations;

I. The application of scratchcoat, browncoat, and finish coat of plaster to wood, metal or board laths successively to all ceilings and walls when finished with terrazzo or tile, and the application of any plastic material to same;

J. The fireproofing of all building assemblies with plaster materials, sprayed fiberglass or similar materials, whether applied to gypsum, metal lath, or directly;

K. The application of crushed stone, marble, or ceramic chips and broken glass where embedded in plaster, or similar materials;

L. The placing of acoustic blocks with any plastic material, regardless of thickness;

M. The placing, by any method, of plaster or composition caps and ornaments;

N. The creating of decorative textures in finish coat by marking surface of coat with brush and trowel or by spattering it with small stones (stucco) where plastering equipment or materials, or both, are used; and

O. The operation and control of all types of plastering machines, including power trowels and floats;

(F) Communications Technician—Applies to workers who install, inspect, repair, and service electronic and telecommunication systems. The work falling within the occupational title of Communication (Electronic/Telecommunication) Technician includes:

1. Installing, repairing, and servicing of radio, television, and recording systems and devices; systems for paging, intercommunication, public address, wired music, clocks, security and surveillance systems, and mobile radio systems; fire alarm and burglar alarm systems;

2. Wiring of low-voltage surface wiring and wiring in nonmetallic conduits and incidental shielded metallic conduit runs of no longer than ten feet (10') nor larger than one inch (1") when required in conjunction with the work listed in this rule;

3. Installing, repairing, servicing, or a combination of these, of the Main Distribution Frame (MDF) where the permanent outside lines entering a building terminate and where the subscriber's line multiple cabling and trunk multiple cabling originate. It is usually located on the ground floor of a building;

4. Installing, repairing, servicing, or a combination of these, of the Intermediate Distribution Frames (IDF), which provides flexibility in allocating the subscriber's number to the line unit or equipment in the office that is to be associated with the particular line. These frames are located on each floor of a building;

5. Installing, repairing, servicing, or a combination of these, of the subpanels (blocks). The subpanels are connecting devices where large feed cables terminate at the distribution frames;

6. Installing, repairing common equipment or key service unit, or a combination of these. This equipment consists of a back-board assembly and an equipment mounting frame, which are utilized for connecting external telephones;

7. Installing, repairing, servicing of the instruments, terminals, and sets, or a combination of these. This equipment is at either end of a circuit, or at a subscriber's or user's terminal;

8. Installing, repairing, servicing, or a combination of these, of the ancillary or add-on equipment such as bells, buzzers,



speakerphones, headsets, automatic dialers, recorders; and

9. Installing, repairing, servicing of the telephone cable, or a combination of these. Telephone cable includes: network channel service cable; riser cables between floors of a building; distribution cables installed on each floor of a building in the floor or the ceiling, and inside wires between the telephone and the connection to the distribution cable;

(G) Electrician—Applies to workers who are responsible for installation, assembly, construction, inspection, operation, and repair of all electrical work within the property lines of any given property (manufacturing plants, commercial buildings, schools, hospitals, power plants, parking lots). This scope of work shall begin at the secondary site of the transformer when the transformer is furnished by the local utility and the service conductors are installed underground. When service conductors are installed overhead in open air from wooden poles, this scope of work shall start immediately after the first point of attachment to the buildings or structures. The work falling within this occupational title of work description includes:

1. Planning and layout of electrical systems that provide power and lighting in all structures. This includes cathodic protection systems utilized to protect structural steel in buildings and parking structures;

2. All handling, moving, loading, and unloading of any electrical materials, materials used in association with an electrical system, electrical equipment, and electrical apparatus on the job site, whether by hand or where power equipment and rigging are required;

3. Welding, burning, brazing, bending, drilling, and shaping of all copper, silver, aluminum, angle iron, and brackets to be used in connection with the installation and erection of electrical wiring and equipment;

4. Measuring, cutting, bending, threading, forming, assembling, and installing of all electrical raceways (conduit, wireways, cable trays), using tools, such as hacksaw, pipe threader, power saw, and conduit bender;

5. Installing wire in raceways (conduit, wireways, troughs, cable trays). This wire may be service conductors, feeder wiring, subfeeder wiring, branch circuit wiring;

6. Chasing and channeling necessary to complete any electrical work, including the fabrication and installation of duct banks and manholes incidental to electrical, electronic, data, fiber optic, and telecommunication installation;

7. Splicing wires by stripping insulation from terminal leads with knife or pliers, twisting or soldering wires together, and applying tape or terminal caps;

8. Installing and modifying of lighting fixtures. This includes athletic field lighting when installed on stadium structures or supports other than wooden poles, or both;

9. Installing and modifying of all electrical/fiber optic equipment (AC-DC motors, variable frequency drives, transformers, reactors, capacitors, motor generators, emergency generators, UPS equipment, data processing systems, and annunciator systems where sound is not a part thereof);

10. Installing of raceway systems utilizing conduit, conduit bodies, junction boxes, and device boxes for switches and receptacles. This also may include wiring systems utilizing other methods and materials approved by the *National Electrical Code* (MC cable, AC cable, BX, or flexible metal tubing or electrical nonmetallic tubing);

11. Installing of main service equipment, distribution panels, subpanels, branch circuit panels, motor starters, disconnect switches, and all other related items;

12. Installing and wiring of instrumentation and control devices as they pertain to heating, ventilating, air conditioning (HVAC) temperature control and energy management systems, building automation systems, and electrically or fiber optic operated fire/smoke detection systems where other building functions or systems are controlled;

13. Installing conduit or other raceway greater than ten feet (10') when used for the following: fire alarm systems, security systems, sound systems, closed circuit television systems or cable television systems, or any system requiring mechanical protection or metallic shielding (telephone systems);

14. Testing continuity of circuit to insure electrical compatibility and safety of components. This includes installation, inspecting, and testing of all grounding systems including those systems designed for lighting protection; and

15. Removing electrical systems, fixtures, conduit, wiring, equipment, equipment supports, or materials involved in the transmission and distribution of electricity within the parameters of the building property line if reuse of any of the existing electrical system is required. This may include the demolition and removal and disposal of the electrical system;

(H) Elevator Constructor—Applies to workers who assemble and install electric and hydraulic freight and passenger elevators, escalators, dumbwaiters, and moving walks. The work falling within this occupational title of work description includes:

1. The handling, unloading, and hoisting of all equipment to be assembled or installed by workers performing work within this occupational title of work description,

from the time that equipment arrives at, or near the building site;

2. The wrecking or dismantling of elevator plants, to include elevators, escalators, dumbwaiters, moving walks, and all other equipment to be reused and assembled or installed by workers performing work within this occupational title of work description;

3. The sinking, drilling, boring, digging cylinder wells, or backfilling for hydraulic lifts, hydraulic elevators, or screw lifts;

4. The layout, erecting and assembling of all elevator equipment (for example, electric, hydraulic, steam, belt, compressed air, and hand-powered elevators; dumbwaiters, residence elevators, parking garage elevators), and the assembly of all escalators, moving walks and link belt carriers;

5. The erecting and assembly of all theater stage and curtain equipment and guides and rigging to them, organ consoles, and orchestra elevators;

6. The installing of all wiring, conduit, and raceways from the first point of attachment of main feeder terminals on the controller to other apparatus and operating circuits;

7. The operating of temporary cars; and

8. The installing of all elevator enclosures, fronts, fascias, sills, frames, and bucks;

(I) Glazier—Applies to workers who select, cut, prepare, handle, install, or remove all window glass, plate, and all other types of glass, including structural glass, mirror glass, tempered and laminated glass, safety or protection glass, all types of insulating glass units, all plastics or other similar materials when used in place of glass and when set or glazed with putty, moulding rubber, cement, lead, and all types of mastic, or other materials used in place of same. The workers performing work within this occupational title of work description install these materials in windows, louvers, doors, partitions, skylights, and on building fronts, walls, ceilings and tables, whether the materials are set in wood, stone, cement, or metal of all types. The work falling within the occupational title of work description includes:

1. The installing of mirrors of all types;

2. The marking of an outline or pattern on glass and cut glass with a glasscutter;

3. The breaking off of excess glass by hand or with a notched tool;

4. The fastening of glass panes into wood sash with glazier's points, and the spreading smooth of putty around the edge of panes with a knife to seal joints;

5. The installing of metal window and door frames into which glass panels are to be fitted or sliding windows. The bolting of metal hinges, handles, locks, and other hardware to prefabricated glass doors;



6. The installing of mirror or structural glass on building fronts, walls, ceilings or tables, using mastic, screws, or decorative moulding;

7. The installing of metal-framed glass enclosures for showers, bathtubs, and skylights; and

8. The installing, cutting, and removal of all window glass, plate, and all other types of glass, including structural glass, mirror glass, tempered and laminated glass, safety or protection glass, all types of insulating glass units, all plastics or other similar materials when used in place of glass and when set or glazed with putty, molding rubber, cement, lead, and all types of mastic, or other materials used in place of same;

(J) Ironworker—Applies to workers who perform work in connection with field fabrication, erection, or both, installation, removal, wrecking, and dismantling of structural, architectural, and reinforcing iron and steel, ornamental lead, bronze, brass, copper, and aluminum, and plastics or other materials when used in place of them. The work falling within the occupational title of work description includes:

1. Structural. The unloading, erecting, bolting-up, plumbing-up, welding, and installing of structural steel, including any field fabrication;

2. Reinforcing. The unloading, carrying, placing, and tying of all concrete reinforcing, such as re-bar, wire mesh, expanded metal or post tensioning cable (including the tension process) or prestress cables when installed on the job site;

3. Rigging. The unloading, moving, handling, placing, and setting of electrical machinery and equipment when rigging or power equipment, or both, is used (with the exception of setting of electric motors). The assembly and erection of radio and television and other structural steel towers (with the exception of electrical transmission towers). The unloading, handling, moving, and placing of machinery to be assembled or dismantled, erected, or installed to its approximate position (over the anchor bolts);

4. Windows. The installation of metal windows (with the exception of store fronts display windows), curtain walls, and metal panels. The caulking of metal-to-metal joints and metal-to-brick;

5. Doors. The erection of curtain type doors (overhead rolling-type doors), heavy industrial doors when made of metal, fire doors, and exterior metal hinged doors that carry a fire underwriters label are erected by iron workers;

6. Sheeting and decking. The installation of sheeting which is attached to metal framework including metal floor decking;

7. Metal buildings. The erection and

installation of structural steel and sheet metal packaged buildings when they come in a package unit, such as Butler, Delta, Varco Prudent, or other name brand packaged buildings. The installation of all doors, windows, and insulation (when installed in conjunction with sheeting) in the packaged buildings. The installation of metal siding and metal roof decking, regardless of the fastening method or the object to which it is fastened;

8. Elevators. The installation of elevator doors for gates manually operated and all elevator enclosures, fronts, fascias, sills, frames, and bucks;

9. Precast. The unloading and installation/erection of precast bridge girders, single T's, double T's, top panels, and tilt-up slabs; and

10. Other. The installation of all catwalks, stairways, and hand rails made of aluminum, bronze, or any type of metal, glass or plastic. The installation of ornamental iron, such as revolving doors, gates, handrails, window grills, jail and cell work, and chain link fences. The installation of dry storage bins, hoppers, chutes, and conveyors where sand ore, coal, or any dry component is stored or transferred. The erection, installation, removal, wrecking, and dismantling of bridges, viaducts, cableways, tramway, monorail transportation systems. The erection, installation, removal, wrecking, and dismantling of locks, gates, metal forms, railings (including pipe). The erection, installation, removal, wrecking, and dismantling of frames in support of boilers. The installation of metal siding and metal roof decking, regardless of the fastening method, or the object to which it is fastened. The handling, burning, welding, and tying of all materials used to reinforce concrete structures. The installation and erection of TV and microwave towers, self-supporting towers, or guy towers. The installation of metal guardrails with metal posts and highway signage;

(K) General Laborer (including first semi-skilled laborer and second semi-skilled laborer)—Consists of providing routine manual labor. This work encompasses several subclassifications, with the title and work description considered in light of whether the public works project pertains to building construction or heavy/highway construction.

1. Building construction. The subtitles falling within the occupational title of work description for laborer, as applicable to building construction, are as follows:

A. Laborer. The work falling within this subtitle of work description includes:

(I) Being included in one (1) of the following categories: flagmen, heaters, material plant man, carpenter tender, landscaper, signalman, wrecker (old/new structures),

form handler, or posthole digger;

(II) Cleaning and clearing of all debris for all crafts, loading and unloading, conveying, distributing, construction material by hand and collecting and hoisting debris, backfilling, grading, and landscaping by hand;

(III) Covering of tanks, structures, and material piles with tarpaulins or other materials. Cleaning of masonry and other type walls and windows. Signaling and hoisting concrete buckets and for all other material handled by workers falling within the occupational title of work description for laborer;

(IV) Providing drinking water. Handling and cleaning of concrete chutes. Cleaning of concrete spills and chipping where hand tools are required. Performance of work necessary in remedying defects in concrete caused by leakage, bulging, sagging, or shifting of forms when finishing tools are not used. Jackhammer and paving breaker, air compressors, motor buggies, pumps (removal of water), except set-up men and nozzle men, chipping tool operator, concrete mixer operator (up to and including two- (2-) bag capacity); and

(V) Laying nonpressurized pipe for downspout drain lines, header lines, or laying of nonpressurized conduit, or a combination of these, for the carrying of storm water, waste, sewage, gravity flow lines, catch basins and manholes, effluent lines, originating outside the building and all those lines originating inside the building at the first Y, T, or connection outside the building;

B. First semiskill laborer. The work falling within this subtitle of work description includes: hod-carriers, plasterers, and cement mason tenders (who assist bricklayers, plasterers, and cement masons). The mixing, packing, wheeling, and tempering of mortar and fire clay. The mixing, handling and conveying of all other materials used by bricklayers, plasterers, and cement masons (for example, brick, tile, stone and cast stone), whether done by hand or using a forklift (walk behind or similar types). Building of scaffolds, trestles, boxes, and swinging staging for bricklayers, plasterers, and cement masons; and

C. Second semiskill laborer. The work falling within this subtitle of work description includes: concrete pump set-up men and nozzle men, tile layers and bottom men, on sewers and drains, cutting torch, and burning bar (demolition), trench, or pier holes twelve feet (12') or over, wagon drill, air track or any mechanical drill, powder man, tamper, one hundred pounds (100 lbs.) or over, laborers working for mechanical and electric contractors (including but not limited to digging of all trenches, ditches, holes, paving of concrete, and cleaning of all trash),



paving breaker, jackhammer and vibrator, laser beam man for sewer, grade checker for roads and railroads, asbestos removal (except mechanical systems that are not being scrapped and any type of roofing where the roof is to be relaid), hazardous waste removal, disposal work, or any combination of these.

2. Heavy/highway construction. The subtitle falling within the occupational title of work description for general laborer, as applicable to heavy/highway construction, are as follows:

A. Laborer. The work falling within this subtitle of work description includes: carpenters tenders, salamander tenders, dump man, ticket takers, flagman, loading trucks under bins, hoppers and conveyors, track men, cement handler, dump man on earth fill, Georgia buggy man, material batch hopper man, spreader on asphalt machine, material mixer man (except on man holes), coffer dams, riprap pavers—rock, block, or brick, signal man for materials handled by laborers, scaffolds over ten feet (10') not self-supported from ground up, skipman on concrete paving, wire mesh setters on concrete paving, work in connection with nonpressurized pipelines, such as nonpressurized sewer, water, gas, gasoline, oil, drainage pipe, conduit pipe, tile, and duct lines and other nonpressurized pipelines; power tool operator; work performed by hand in connection with hydraulic or general dredging operations, form setters (curb and gutter), puddlers (paving only), straw blower nozzle man, asphalt plant platform man, chuck tender, crusher feeder, men handling creosote ties or creosote materials, men working with and handling epoxy material(s), topper of standing trees, feeder man on wood pulverizers, board and willow mat weavers and cable tiers on river work, deck hands, guardrail and temporary signs, pile dike and revetment work, all laborers working on underground tunnels less than twenty-five feet (25') where compressed air is not used, abutment and pier hole men working six feet (6') or more below ground, men working in coffer dams for bridge piers and footings in the river, Barca tamper, Jackson or any other similar tamp, cutting torch man, liners, curb, gutters, ditchliners, hot mastic kettleman, hot tar applicator, hand blade operators and mortar men on brick or block manholes, rubbing concrete, air tool operator under sixty-five pounds (65 lbs.), caulker and led man, chain or concrete saw under fifteen horsepower (15 HP). The unloading, handling, and carrying of concrete reinforcing bars, by hand, to the areas in which they are used, wrecking, stripping, dismantling, cleaning, moving, and oiling of all concrete forms; digging and laying sewer tile; and

B. Skilled laborer. The work falling within this subtitle of work description includes: vibrator man, asphalt raker, head pipe layer on sewer work, batterboard man on pipe and ditch work, cliff scalers working from Bosun's chairs, scaffolds, or platforms on dams or power plants over ten feet (10') high, air tool operator over sixty-five pounds (65 lbs.), stringline man on concrete paving and the like, sandblast man, laser beam man, wagon drill, churn drill, air track drill, and all other similar type drills, jackhammers, and other pneumatic hammers and tampers, Gunitite nozzle man, pressure grout man, screed man on asphalt, concrete saw fifteen (15) HP and over, grade checker, stringline man on electronic grade control, manhole builder, dynamite man, powder man, welder, tunnel man waterblaster—one thousand pounds per square inch (1000 psi) over, asbestos (except mechanical systems that are not being scrapped), hazardous waste removal, disposal, or any combination of these;

(L) Mason (which shall include marble mason, marble finisher, terrazzo worker, terrazzo finisher, tile setter, and tile finisher).

1. Marble Mason-Terrazzo Worker—The work falling within the occupational title of work description for Marble Mason-Terrazzo Worker includes:

A. The installing of marble, mosaic, venetian enamel, and terrazzo; the cutting and assembling of mosaics and art ceramics; the casting of all terrazzo on the job site; all rolling of terrazzo work;

B. The preparing, cutting, layering, or setting of metal, composition, or wooden strips and grounds on all bedding above concrete floors or walls; and the laying and cutting of metal, strips, lath, or other reinforcement, where used in terrazzo work;

C. The installing of cement terrazzo, magnesite terrazzo, dex-o-tex terrazzo, epoxy matrix terrazzo, exposed aggregate. Rustic or rough wash of exterior or interior of buildings. The mixing or applying of any other kind of mixtures of plastics composed of chips or granules of marble, granite, blue stone, enamel, mother of pearl, quartz ceramic colored quartz, and all other kinds of chips or granules when mixed with cement, rubber, neoprene, vinyl, magnesium chloride, or any other resinous or chemical substances used for seamless flooring systems. The applying of binding materials when used on walls, floors, ceilings, stairs, saddles, or any other part of the interior or exterior of the building, or other work not considered a part of the building such as fountains, swimming pools;

D. The finishing of cement floors where additional aggregate of stone is added by spreading or sprinkling on top of the fin-

ished base and troweled or rolled into the finish and then the surface ground by grinding machines (When no additional stone aggregate is added to the finished mixture, even though the surface may be ground, the work falls within the occupational title of work description for cement masons.); and

E. The carving, cutting, and setting of all marble, slate, including slate backboards, stone, alabaster, carrara, sanionyx, vitrolite, and similar opaque glass, scagliola, marbleite, and all artificial, imitation, or case marble of whatever thickness or dimension. This shall apply to all interior work, such as sanitary, decorative, and other purposes inside of buildings of every description wherever required, including all polish, honed, or sand finish.

2. Marble Finisher—The work falling within the occupational title of work description for Marble Finisher includes:

A. The preparation of floors and/or walls by scraping, sweeping, grinding, and related methods to prepare surface for Marble Mason installation of construction materials on floor and/or walls; the movement of marble installation materials, tools, machines, and work devices to work areas; the erection of scaffolding and related installation structures;

B. The movement of marble slabs for installation; the drilling of holes and the chiseling of channels in edges of marble slabs to install wall anchors, using power drill and chisel; the securing of marble anchors to studding, using and covering ends of anchors with plaster to secure anchors in place;

C. The supply and mixture of construction materials for Marble Mason; the mixture of grout, as required, following standard formulas and using manual or machine mixing methods; the application of grout to installed marble; the movement of mixed mortar or plaster to installation area, manually or using wheelbarrow;

D. The removal of excess grout, using wet sponge; the cleaning of installed marble surfaces, work and storage areas, installation tools, machinery, and work aids, using water and cleaning agents;

E. The modification of mixing, material moving, grouting, polishing, and cleaning metal pieces, using a torch, spatula, and heat sensitive adhesive and filler;

F. The removal of marble installation materials and related debris from immediate work area; the storing of marble, installation material tools, machines, and related items; and

G. The provision of assistance to Marble Mason with the following tasks: bending or forming of wire to form metal anchors, using pliers; inserting anchors into holes of marble slab; securing anchors in



place with wooden stakes and plaster; selecting marble slab for installation following numbered sequences or drawings; grinding and polishing marble, using abrasives, chemical and/or manual, in machine grinding and/or polishing techniques, under Marble Mason's direction; the moving and positioning of marble.

3. Terrazzo Finisher—The work falling within the occupational title of work description for Terrazzo Finisher includes:

A. The preparation of floors and/or walls by scraping, sweeping, grinding, and related methods to prepare surface for Terrazzo Worker installation of construction materials on floors, base, and/or walls; the moving of terrazzo installation materials, tools, machines, and work devices to area, manually or using wheelbarrow;

B. The supply and mixture of construction materials for Terrazzo Worker; the preparation, mixture by hand, mixture by mixing machine, or transportation of pre-mixed materials and the distribution with shovel, rake, hoe, or pail, of all kinds of concrete foundations necessary for mosaic and terrazzo work; the dumping of mixed materials that form base or top surface of terrazzo into prepared installation site, using wheelbarrow; the measuring of designated amounts of ingredients for terrazzo or grout, using graduated containers and scale, following standard formulas and specifications, and the loading of portable mixer using proper means of transport; the mixture of materials according to experience and requests from Terrazzo Worker;

C. The spreading of marble chips or other material over fresh terrazzo surface and the pressing of the material into terrazzo by use of a roller; the application of grout finishes to surfaces of installed terrazzo; the spreading of grout across terrazzo to finish surface imperfections, using trowel; the installation of grinding stones in power grinders, using hand tools; the fine grinding and polishing of the surface of terrazzo, when grout has set, using power grinders; the application of curing agent to installed terrazzo to promote even curing, using brush or sprayer; the cutting of grooves in terrazzo stairs, using power grinder, and the filling of grooves with nonskid material;

D. The modification of mixing, grinding, and cleaning position and the securing of moisture membrane and wire mesh prior to pouring base materials for terrazzo installation;

E. The washing of the surface of polished terrazzo, using cleaner and water, and the application of sealer, according to manufacturer specifications, using brush; the cleaning of the installation site, and storage areas, tools, machines, and equipment; the

removal of Terrazzo Worker materials and related debris from immediate work area; and

F. The provision of assistance to Terrazzo Worker with the following tasks: grinding surfaces of cured terrazzo; using power grinders.

4. Tile Setter—The work falling within the occupational title of work description for Tile Setter includes:

A. The application of tile to floors, walls, ceilings, stair treads, promenade roof decks, garden walks, swimming pools, and all places where tiles may be used to form a finished surface for practical use, sanitary finish, or decorative purpose. (Tile includes all burned clay products, as used in the tile industry, either glazed or unglazed, all composition materials; all substitute materials in single units up to and including, fifteen inches by twenty inches by two inches (15" × 20" × 2") (except quarry tiles larger than nine inches by eleven inches (9" × 11")) and all mixtures in the form of cement, plastics, and metals that are used as a finished surface.);

B. The cutting and shaping of tile with saws, tile cutters, and biters; and

C. The positioning of tile and tapping it with a trowel handle to affix tile to plaster or adhesive base.

5. Tile Finisher—The work falling within the occupational title of work description for Tile Finisher includes:

A. The preparation of floors and/or walls by scraping, sweeping, grinding, and related methods for Tile Setter to install construction materials on floors and walls; the movement of tiles, tile setting tools, and work devices from storage area to installation site manually or using wheelbarrow;

B. The supply and mixture of materials for Tile Setter; the supply and mixture of construction materials for Tile Setter; the mixture of mortar and grout according to standard formulas and request from Tile Setter using bucket, water hose, spatulas, and portable mixer; the modification of mixing, grouting, grinding, and cleaning procedures according to type of installation or material used; the supply to Tile Setter of mortar, using wheelbarrow and shovel; the application of grout between joints of installed tile, using grouting trowel; the application of grout; the cutting of installed tile;

C. The removal of excess grout from tile joints with a sponge and scraping of corners and crevices with a trowel; the application of caulk, sealers, acid, steam, or related agents to caulk, seal, or clean installed tile, using various application devices and equipment;

D. The wiping of surfaces of tile after grouting to remove grout residue and polish tile, using non-abrasive materials; the removal of Tile Setter materials and related

debris from immediate work area; the cleaning of installation site, mixing and storage tools, and equipment, using water and various cleaning tools; the storing of tile setting material machines, tools, and equipment; and

E. The provision of assistance to Tile Setter to secure position of metal lath, wire mesh, felt paper, Dur/rock or wonderboard prior to installation of tile;

(M) Operating Engineer (which shall include operating engineer group I, operating engineer group II, operating engineer group III, operating engineer group III-A, operating engineer group IV, and operating engineer group V)—Applies to workers who perform work falling within the occupational title of work description for operating engineer/portable and hoisting operator, monitor, and control, repair, modify, assemble, erect, oil, service each or all electrically or electronically, hydraulically, or any power-operated equipment. This occupational title encompasses several subclassifications, with the title and work description considered in light of whether the public works project pertains to building construction or heavy/highway construction.

1. Building construction. The subtitles falling within the occupational title of work description for operating engineer, as applicable to building construction, are as follows:

A. Group I—This subtitle applies to workers who operate, monitor, and control, repair, modify, assemble, erect, oil, service each or all electrically or electronically, hydraulically, or any power-operated equipment set forth as follows: crane (for example, crawler or truck); dragline—clam shell—gradall; Derrick (all types); kimmer scoop; power shovel or backhoe over one (1) cubic yard; pile driver (for example, land or floating); Whirley; mechanic and welder; hydraulic, self-propelled crane; stinger or cherry picker crane; switch boat; concrete portable plant/concrete mixer paver; cableways;

B. Group II—This subtitle applies to workers who operate, monitor, and control, repair, modify, assemble, erect, oil, service each or all electrically or electronically, hydraulically, or any power-operated equipment set forth as follows: asphalt paver and spreader/concrete spreader; asphalt plant mixer operators; asphalt plant operator; backfillers; back hoe (under one (1) cubic yard); Barber-Green loader (similar type); blade—power, all types; boats—power; boilers; boring machine (all types, including tunnel boring); brooms—power operated (all types); concrete saw (self-propelled); chip spreader (front man); clef plane operators; combination concrete hoist and mixer such as mix or mobile; crab—power operated; crusher rock; ditching machine; dozer/dredges;

finishing machine; firemen on rigs; flex plane; floating machine; form grader; greaser; hoist operator (all types); hopper—power operated; hydra hammer (all types); Lad-A-Vator—similar type; loaders—all types, including skid-steer (for example, Bobcat); locomotives (all types); curb finishing machine; mucking machine; orange peels; pumps (all types); push cats; rollers (all types); scoops (all types except skimmer scoop); self-propelled rotary drill; air compressors (all types); side boom; siphons, jets, and jennies; welding machine; subgrader; testhole machine; throttle man tractors over fifty (50) HP; air tugger with air compressor; anchor placing barge; Ahoy force feeder loader (self-propelled); bull float; pipe cleaning/wrapping machine; conveyor; heaters, fuel fired with forced air; quadtrack; tie tamper; vibrating machine; well drilling machine; forklift (except masonry forklift);

C. Group III—This subtitle applies to workers who operate, monitor, and control, repair, modify, assemble, erect, oil, service each or all electrically or electronically, hydraulically, or any power-operated equipment set forth as follows: tractors (under fifty (50) HP); distributor (bituminous); scissor lift; small machine (operator); mud jack; wench truck operator; pug mill operator; elevator-push button; A-frame truck; mixers; oilers;

D. Group III-A—This subtitle applies to workers who operate, monitor, and control, repair, modify, assemble, erect, oil, service each or all electrically or electronically, hydraulically, or any power-operated equipment set forth as a masonry forklift;

E. Group IV—This subtitle applies to workers who operate, monitor, and control, repair, modify, assemble, erect, oil, service each or all electrically or electronically, hydraulically, or any power-operated equipment set forth as a self-propelled floor sweeper; and

F. Group V—This subtitle applies to workers who operate, monitor, and control, repair, modify, assemble, erect, oil, service each or all electrically or electronically, hydraulically, or any power-operated equipment set forth as follows: elevator—auto; air pressure oiler; air pressure engineer.

2. Heavy/highway construction. The subtitles falling within the occupational title of work description for operating engineer, as applicable to heavy/highway construction, are as follows:

A. Group I—This subtitle applies to workers who operate, monitor, and control, repair, modify, assemble, erect, oil, service each or all electrically or electronically, hydraulically, or any power-operated equipment set forth as follows: asphalt finishing machine and trench; widening spreader;

asphalt plant console operator; autograder; automatic slipform paver; backhoe; blade operator (all types); boat operator (all types); boilers—two (2); central mix concrete plant operator; clamshell operator; concrete mixer paver; crane operator; Derrick or Derrick trucks; ditching machine; dozer operator; dragline operator; dredge booster pump; dredge engineman; dredge operator; drill cat with compressor mounted on cat; drilling or boring machine rotary self-propelled; high-loader including skid steer (for example, Bobcat); hoisting engine—two (2) active drums; launchhammer wheel; locomotive operator—standard gauge; mechanics and welders; mucking machine; piledriver operator; Pitman crane operator; push cat operator; quadtrack; scoop operator—all types; shovel operator; sideboom cats; skimmer scoop operator; trenching machine operator; truck crane;

B. Group II—This subtitle applies to workers who operate, monitor, and control, repair, modify, assemble, erect, oil, service each or all electrically or electronically, hydraulically, or any power-operated equipment set forth as follows: A-frame truck; asphalt hot mix silo; asphalt plant fireman, drum or boiler; asphalt plant mixer operator; asphalt plant man; asphalt roller operator; backfiller operator; Barber-Greene loader; chip spreader; concrete mixer operator, skip loader; concrete plant operator; concrete pump operator; crusher operator; dredge oiler; elevating grader operator; forklift; greaser—fleet; hoisting engine—one (1); locomotive operator—narrow gauge; multiple compactor; pavement breaker; power-broom—self-propelled; power shield; rooter; side discharge concrete spreader; slip form finishing machine; stumpcutter machine; throttle man; tractor operator—over fifty (50) HP; winch truck;

C. Group III—This subtitle applies to workers who operate, monitor, and control, repair, modify, assemble, erect, oil, service each or all electrically or electronically, hydraulically, or any power-operated equipment set forth as follows: boilers—one (1); chip spreader (front man); churn drill operator; clef plane operator; concrete saw operator self-propelled; curb finishing machine; distributor operator; finishing machine operator; flex plane operator; float operator; form grader operator; pugmill operator; roller operator, other than high-type asphalt; screening and washing plant operator; siphons and jets; sub-grading machine operator; spreader box operator, self-propelled (not asphalt); tank car heater operator—combination boiler and booster; tractor operator fifty (50) HP or less; Ulmac, Ulric, or similar spreader; vibrating machine operator, not hand;

D. Group IV—This subtitle applies to

workers who operate, monitor, and control, repair, modify, assemble, erect, oil, service each or all electrically or electronically, hydraulically, or any power-operated equipment set forth as an oiler or oiler-driver (fireman—rig; maintenance operator);

(N) Outside- lineman, lineman operator, groundman, lineman tree trimmer, groundman tree trimmer, and any combination thereof.

1. Outside-lineman—Applies to workers who erect and repair transmission poles (whether built of wood, metal, or other material), fabricated metal transmission towers, outdoor substations, switch racks, or similar electrical structures, electric cables, and related auxiliary equipment for high-voltage transmission and distribution powerlines used to conduct energy between generating stations, substations, and consumers. The work (overhead and underground) falling within this occupational title of work description includes:

A. Construction, repair, or dismantling of all overhead and underground electrical installations. The handling and operation of all equipment used to transport men, tools, and materials to and from the job site. The framing, trenching, digging, and backfilling of vaults, holes and poles, and anchors (by hand or mechanical equipment), guying, fastening to the stub-in on concrete footings or pads, assembling of the grillage, grounding of all structures, stringing overhead wire, installing underground wire, splicing, and installation of transformers;

B. Construction and repair of highway and street lighting and traffic signal systems, cathodic protection systems, and ball field lighting systems;

2. Lineman operator—Operates equipment used on the outside line portion of a project. The lineman operator assists linemen in the performance of their work but does not climb or work out of any type of aerial lift equipment. The lineman operator does not perform any work that requires the use of hand tools;

3. Groundman—Work performed on the ground to assist the journeymen outside line construction/lineman on work not energized. Groundmen use jack hammers, air drills, shovels, picks, tamps, trenching equipment, and other such tools for excavating and/or compacting dirt or rock on the outside line portion of a project but do not use hand tools;

4. Lineman tree trimmer—Trimming and removal of trees, stumps, limbs, brush, and other related tasks in and around electrical systems by use of chainsaws, pruners, pole saws, and hand saws only when specifically required to provide clearance and right-of-way preparation for installation of overhead or underground high-voltage electric



utility lines, and excluding the clearance of right-of-ways related to heavy-highway construction or other public projects not directly related to the installation of electrical utility lines. Lineman tree trimmer work may be performed on the ground and in the air; and

5. Groundman tree trimmer—Assists the lineman tree trimmer in the performance of their work using rakes, chainsaws, chippers, and industrial mowers in and around electrical systems only when specifically required to provide clearance and right-of-way preparation for installation of overhead or underground high-voltage electric utility lines, and excluding the clearance of right-of-ways related to heavy-highway construction or other public projects not directly related to the installation of electrical utility lines. Groundman tree trimmer work is only performed on the ground;

(O) Painter—The work falling within the occupational title of work description for painter includes:

1. Preparation of surfaces. The washing, cleaning, pointing, and taping of drywall, regardless of material used, and smoothing of surfaces, using sandpaper, brushes, or steel wool. The removal of old paint or other coatings from surfaces, using paint remover, scraper, wire brushing, sandblasting, water blasting, liquid steam, or by any other similar process. The filling of nail holes, cracks, and joints with putty, plaster, or other fillers;

2. Color matching and mixing. The application of paint, varnish, stain, enamel, lacquer, vinyl, wallpaper, and other materials of whatever kind of quality applied to walls or ceilings with paste or adhesive, using brushes, spray gun (spray painter), or paint rollers. The application of polyurethane elastomers, vinyl plastics, neoprene, resin, polyester, and epoxy as waterproofing or protective coatings to any kind of surface (except roofs) when applied with brushes, spray guns, or rollers;

3. Texturing and decorating. The erecting of scaffolding or setting up of ladders to perform the work above ground level. The paperhanging of walls and ceilings with decorative wall coverings made of fabric, vinyl, or paper. The preparing of the surface to be covered by applying sizing, which seals the surface and makes the covering stick better. The removal of the old covering by soaking, steaming, or applying solvents. The patching of holes and other imperfections before applying the new wall covering. The measuring of the area to be covered; the cutting of the covering into strips of the proper size, the checking of the covering for flaws and the examination of the pattern so it can be matched when the strips are hung. The preparation of paste or other adhesives according to manufacturers' directions, and the brush-

ing or rolling it on the covering. The placing of the strips on the wall or ceiling, to match adjacent patterns. The smoothing of the strips to remove bubbles and wrinkles; the trimming of the top and bottom with a razor blade; and the painting or taping of highway striping, or both; and

4. Cleanup. The cleanup of tools and equipment required in connection with work falling within this occupational title;

(P) Plumber (which shall include pipe fitter).

1. General Plumber—Applies to workers who install and repair domestic potable water lines, gravity waste disposal systems inside the curb or fence lines, plumbing fixtures such as: bathtubs, sinks, and toilets—and appliances such as, dishwashers and water heaters. The work falling within the occupational title of work description for plumber includes:

A. Assembling and installing piping systems, fixtures and equipment for the transportation of domestic water and sewage. Piping systems installed in structures (for example, buildings, industrial plants) to the first Y, T, or connection located outside the building;

B. Cutting, threading, and bending pipe. Joining pipes by use of screws, bolts, fittings, solder, welding brazing, and caulking or any other method of making joints in the plumbing industry;

C. Assembling, installing, and repairing valves, pipe fittings, and pumps. Testing the piping system. Installing and repairing plumbing fixtures, such as sinks, bathtubs, water heaters, and water softeners; and

D. Cutting holes in floors and walls for pipes with point and hammer, core drill, or both.

2. Pipe Fitter—Applies to workers who fabricate, install, and repair piping systems to include: water and waste processing systems; heating and air-conditioning systems, pneumatic controls, and pneumatic delivery systems; powerhouse and all pressurized piping systems; gas, oxygen systems; gasoline systems not for public sale. The work falling within this occupational title of work description includes:

A. Piping systems installed in structures (for example, buildings, industrial plants, and the like);

B. Cutting, threading, and bending pipe. Joining pipes by use of screws, bolts, fittings, solder, welding, and caulking, or any other method of making joints in the pipefitting industry;

C. Assembling, installing, and repairing valves, pipe fittings, and pumps. Testing the piping system. Cutting holes in floors and walls for pipes with point and hammer, core-drill, or both;

D. Installing of distribution lines (for example, water mains, sewer mains, oil and gas lines);

E. Welding of steel pipe joints and joining pipes with screws, bolts, fittings, solder, caulking, or any other method for making joints in the industry; and

F. Joining ductile iron and plastic pipes by using any method for making joints in the industry, when the pipe will be under pressure;

(Q) Roofer—Applies to workers who apply and install any and all types of roofing materials, other than sheet metal. The work falling within this occupational title of work description includes:

1. The installation of slate and tile and all substitute materials taking the place of slate and tile used for roofing including flat or promenade slate, with necessary metal flashing to make water-tight;

2. The cementing in, on, or around slate and tile roofs. The laying of felt or paper beneath the slate and tile. The dressing, punching, and cutting of all roof slate or tile either by hand or machinery;

3. The installation of all forms of plastic, slate, slag, gravel; asphalt and composition roofing; rock asphalt mastic when used for damp and waterproofing; prepared paper; compressed paper and chemically prepared paper, and burlap with or without coating. The installation of all damp resisting preparations regardless of the method of application in or outside of building. The installation of damp courses, sheeting, or coating on foundation work and tarred roofs. The laying of the tile or brick, when laid in asphalt or pitch tar;

4. The installation and application of new materials used in roofing, water-proofing, encapsulation, and containment process including all forms of elastomeric or plastic (elastoplastic), or both, roofing systems, both sheet and liquid applied, whether single-ply or multi-ply. The installation of aggregates or stone, used as a ballast for inverted roofing membrane assembly, or roof of similar construction where insulation is laid over the roofing membrane. The sealing and caulking of seams and joints on these elastoplastic systems to insure water-tightness. The applying of liquid-type elastoplastic preparation for roofing, damp, or waterproofing when applied with a squeegee, trowel, roller, or spray equipment whether applied inside or outside of a building. The priming of surfaces to be roofed, damp, or waterproofed, whether done by roller, mop, swab, three- (3-) knot brush, or spray systems. The waterproofing of all types of preformed panels;

5. The application of all types of spray-in-place such as urethane or polyurethane, and the coatings that are



applied over them;

6. The application of roof insulation, when the insulation material is applied as an integral part of the roofing system, whether the insulation material is applied as the first, last, or any other layer in between;

7. The operation and servicing of all kettles, bulk tankers, stationary heating tankers, and other types of equipment and tools used to accomplish this work (including heating systems for the operation of the equipment); and compressors for applying roofing material components, roof and mop carts, hydraulics, tools and equipment, be it hand or power, needed to apply waterproofing, insulated, and roofing materials;

8. The handling, hoisting, and storing of all roofing, damp, and waterproofing materials; and

9. The tear-off, removal, or both, of any type of roofing, all spudding, sweeping, vacuuming, cleanup, or a combination of these, of any areas of any type where a roof is to be relayed;

(R) Sheet Metal Worker—The work falling within the occupational title of sheet metal worker includes:

1. The handling, conditioning, assembling, installing, servicing, repairing, altering, and dismantling of the duct work for the heating, ventilation, and air-conditioning systems regardless of the materials used and the setting of all equipment and all supports and reinforcements in connection with the system;

2. The installation of expansion and discharge valves, air filters, and water filters in heating, ventilation, and air-conditioning systems;

3. The testing and balancing of air-handling equipment and duct work;

4. The forming, rolling, drawing, stamping, or pressing of sheet metal shingles, sheet metal tile, sheet metal brick, sheet metal stone, and sheet metal lumber, when specified for use as roofing, siding, waterproofing, weather proofing, fire proofing, or for ornamental or any other purpose;

5. The performing of sheet metal work specified for use in connection with or incidental to steeples, domes, minarets, look outs, dormers, louvers, ridges, copings, roofing, decking, hips, valleys, gutters, outlets, roof flanges, flashings, gravel stops, leader heads, down spouts, mansards, balustrades, skylights, cornice moulding, columns, capitals, panels, pilasters, mullions, spandrels, and any and all other shapes, forms and design of sheet metal work specified for use for waterproofing, weatherproofing, fire proofing, ornamental, decorative, or display purposes, or as trim on exterior of the buildings;

6. The installing of sheet metal ceilings

with cornices and mouldings of plain, ornamental, enameled, glazed, or acoustic type;

7. The installing of side walls, wainscoting of plain, ornamental, enameled, or glazed types, including sheet metal tile;

8. The application of all necessary wood or metal furring, plastic, or other materials, to which they are directly applied;

9. The performing of sheet-metal work specified for use in connection with or incidental to direct, indirect, or other types of heating, ventilating, air-conditioning, and cooling systems (including risers, stacks, ducts, S strips, fittings, dampers, casings, recess boxes, outlets, radiator enclosures, exhausts, ventilators, frames, grilles, louvers, registers, cabinets, fans, and motors);

10. The air washers, filters, air brushes, housings, air-conditioning chambers;

11. The setting and hanging of air-conditioning units, unit heaters or air-veyor systems, and air handling systems regardless of material used;

12. The assembling and setting up of all cast iron parts, warm air furnace, all stoker, gas, and oil burner equipment used in connection with warm air heating, all sheet metal hoods, casings, wall stacks, smoke pipes, truck lines, cold air intake, air chambers, vent pipes, frames, registers, dampers, and regulation devices;

13. The installing of equipment utilized in the operation of kitchens including ranges, canopies, steam tables, work tables, dish-washers, coffee urns, soda fountains, warming closets, sinks, drainboards, garbage chutes, incinerators, and refrigerators;

14. The installing of tubing, pipes, and fittings, used in connection with or incidental to coppersmithing work. The installation of fume hoods, metal toilet partitions, metal lockers, plain metal shelving; and

15. The handling, moving, hoisting, and storing of all sheet metal materials on the job site, where power equipment and rigging are required;

(S) Sprinkler Fitter—Applies to workers who perform the installation, adjustments, and corrections, repair, and dismantling of all fire protection and fire control systems and the installation of all fire piping for tubing, appurtenances, and equipment. The work falling within the occupational title includes: The handling and installation of all piping and appurtenances pertaining to sprinkler equipment, including both overhead and underground water mains, fire hydrants and hydrant mains, standpipes, and hose connections to the sprinkler systems, sprinkler tank heaters, air lines and thermal systems used in connection with sprinkler and alarm systems, tank and pump connections, and fire protection systems using mulsifyre, spray, water,

fog, carbon dioxide (CO₂), gas and foam and dry chemical systems; and

(T) Truck Driver (which shall include truck control service driver, truck driver group I, truck driver group II, truck driver group III, and truck driver group IV)—The workers who perform work falling within the occupational title of work description for truck driver includes the operation, repair, and servicing of the following mechanical equipment. This occupational title encompasses several subclassifications, with the title and work description considered in light of whether the public works project pertains to building construction or heavy/highway construction.

1. Building construction. The subtitles falling within the occupational title of work description for truck driver, as applicable to building construction, are as follows:

A. Truck control service driver – Applies to workers who perform work including:

(I) The delivery, installation, and pickup of traffic control devices;

(II) The unloading and installation of barricades, plastic channelizer drums, safety cones, and temporary flashing lights not to exceed one hundred fifteen (115) volts;

(III) Regular periodic inspections to assure that traffic control devices are clean, clearly visible, and properly positioned. Inspection and maintenance includes replacing batteries and bulbs in lights, cleaning reflective material and lenses, and repairing or replacing damaged or missing devices when incidental to and part of a public works construction project; and

(IV) Removal of all traffic control devices by loading them on a truck and driving them to a storage yard where they are unloaded;

B. Group I—This subtitle applies to workers who operate, monitor, control, repair, modify, assemble, erect, oil, and service the following equipment: flat bed trucks single axle, station wagons, pick-up trucks, material trucks single axle, tank wagon single axle;

C. Group II—This subtitle applies to workers who operate, monitor, control, repair, modify, assemble, erect, oil, and service the following equipment: agitator and transit mix-trucks;

D. Group III—This subtitle applies to workers who operate, monitor, control, repair, modify, assemble, erect, oil, and service the following equipment: flat bed trucks tandem axle, articulated dump trucks, material trucks tandem axle, tank wagon tandem axle; and

E. Group IV—This subtitle applies to workers who operate, monitor, control, repair, modify, assemble, erect, oil, and service the



following equipment: semi and/or pole trailers, winch, fork and steel trucks, distributor drivers and operators, tank wagon semi-trailer, Insley wagons, dumpsters, halftracks, speedace, euclids, and other similar equipment, A-frame and Derrick trucks, float or low boy, and boom truck.

2. Heavy/highway construction. The subtitles falling within the occupational title work description for truck driver, as applicable to heavy/highway construction, are as follows:

A. Truck control service driver – Applies to workers who perform work including:

(I) The delivery, installation, and pickup of traffic control devices;

(II) The unloading and installation of barricades, plastic channelizer drums, safety cones, and temporary flashing lights not to exceed one hundred fifteen (115) volts;

(III) Regular periodic inspections to assure that traffic control devices are clean, clearly visible, and properly positioned. Inspection and maintenance includes replacing batteries and bulbs in lights, cleaning reflective material and lenses, and repairing or replacing damaged or missing devices when incidental to and part of a public works construction project; and

(IV) Removal of all traffic control devices by loading them on a truck and driving them to a storage yard where they are unloaded;

B. Group I—This subtitle applies to workers who operate, monitor, control, repair, modify, assemble, erect, oil, and service the following equipment: flat bed trucks single axle, station wagons, pick-up trucks, material trucks single axle, tank wagon single axle;

C. Group II—This subtitle applies to workers who operate, monitor, control, repair, modify, assemble, erect, oil, and service the following equipment: agitator and transit mix-trucks;

D. Group III—This subtitle applies to workers who operate, monitor, control, repair, modify, assemble, erect, oil, and service the following equipment: flat bed trucks tandem axle, articulated dump trucks, material trucks tandem axle, tank wagon tandem axle; and

E. Group IV—This subtitle applies to workers who operate, monitor, control, repair, modify, assemble, erect, oil, and service the following equipment: semi-and/or pole trailers, winch, fork and steel trucks, distributor drivers and operators, tank wagon semi-trailer, Insley wagons, dumpsters, halftracks, speedace, euclids, and other similar equipment, A-frame and Derrick trucks, float or low boy, and boom truck.

AUTHORITY: section 290.240.2., RSMo Supp. 2018. Original rule filed Sept. 15, 1992, effective May 6, 1993. Emergency amendment filed April 30, 1993, effective May 10, 1993, expired Aug. 28, 1993. Amended: Filed Aug. 13, 1996, effective Feb. 28, 1997. Amended: Filed Jan. 22, 1997, effective Sept. 30, 1997. Amended: Filed June 17, 2004, effective Dec. 30, 2004. Amended: Filed Aug. 19, 2010, effective Feb. 28, 2011. Amended: Filed Aug. 9, 2012, effective Feb. 28, 2013. Emergency amendment filed Nov. 7, 2014, effective Nov. 17, 2014, expired May 15, 2015. Amended: Filed Nov. 7, 2014, effective April 30, 2015. Emergency amendment filed Nov. 21, 2018, effective Dec. 1, 2018, expired May 29, 2019. Amended: Filed Nov. 21, 2018, effective July 30, 2019.*

**Original authority: 290.240, RSMo 1957, amended 1969, 2018.*



ADDENDUM NUMBER ____

Project Number _____

Project Title _____

[NOTE: Add Month/Date/Year for which this Addendum is officially posted by City. Be certain to remove this note before final document is printed.]

ISSUE DATE: _____

[NOTE: Addenda are used to clarify, revise, add to, or delete information in the original bidding documents or in previous addenda prior to opening of bids. Items should be organized in the same order as the original bidding documents Table of Contents. Cite the specific bidding document and the specific location within it where each change is to be made followed by the detailed change. If entire pages or documents are replaced or added as accompanying attachments, state the title of the document and the specific page number(s) removed and/or added. (e.g., Delete Section 01011 - Summary pages 1-6 and add the attached Section 01011 - Summary pages 1-10.). Be certain to remove this note before final document is printed.]

[NOTE: Add Month/Date/Year. Be certain to remove this note before final document is printed.]

Bidders are hereby notified that the Bidding and Contract Documents for the above project, for which Bids are to be received on _____, are amended as follows:

[NOTE: If the bid date is being changed add Month/Day/Year; if not, delete this sentence. Be certain to remove this note before final document is printed.]

The Bid date for this Project stated in Document 00130 - Invitation to Bid shall be changed to: 2:00 PM, on _____.

Information to Bidders The following is provided to Bidders for information only:

[NOTE: Include items under this heading such as Pre-bid meeting attendance list, soils report, etc.; items that should not be contractual, but are useful information to Bidders. Delete this heading and introduction if not applicable for this Addendum. Be certain to remove this note before final document is printed.]

1.

2.

[NOTE: Include Bidder/Proposer questions and answers to those questions. If questions are resolved by a contractual change, reference the contract section and make the appropriate change in one of the sections below. Delete this heading and table if not applicable for this Addendum. Be certain to remove this note before final document is printed.]

Q1.	
A1.	
Q2.	
A2.	
Q3.	

A3.	

[NOTE: Under the following sections, include changes to those documents under the heading with this same title found in Document 00010 - Table of Contents, (including changes to previous addenda). Format for revisions provided below. Delete sections if not applicable to this addendum. Be certain to remove this note before final document is printed.]

Bidding Requirements

1. Add the following section(s):

- a. Document, Sec. __, Subparagraph __, Page ____
- b. Document, Sec. __, Subparagraph __, Page ____

[OR]

2. Delete the following section(s):

- a. Document, Sec. __, Subparagraph __, Page ____
- b. Document, Sec. __, Subparagraph __, Page ____

[OR]

3. Delete and replace the following section(s):

- a. Delete Document, Sec. __, Subparagraph __, Page ____ and replace with the following Document, Sec. __, Subparagraph __, Page ____:
- b. Delete Document, Sec. __, Subparagraph __, Page ____ and replace with the following Document, Sec. __, Subparagraph __, Page ____:

Contracting Requirements

1.

2.

Specifications

1.

2.

Drawings:

1.

2.

NOTE: Bidders must acknowledge receipt of this Addendum by listing the number and date, where provided, on the Bid Form - Document 00410.



REQUEST FOR INTERPRETATION

Project Number _____

Project Title _____

Contractor _____

RFI Number _____ Date _____

From: _____

To: _____

Re: _____

Spec. Sec. Ref: _____ Paragraph: _____ Drawing Ref: _____ Detail: _____

Signed: _____

Response: _____

☐ Attachments

Response From: _____ To: _____ Date Transmitted: _____ Date Rec'd: _____

Signed: _____ Signed: _____

Design Professional Owner's Representative

Distribution: ☐ Owner

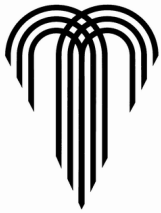
☐ Contractor

☐ Construction Manager

☐ Design Professional

☐ Consultant _____

☐ Other _____



REQUEST FOR INTERPRETATION LOG

Project Number _____

Project Title _____

CONTRACTOR _____

OWNER _____

[illegible]



SUPPLEMENTAL DESIGN INSTRUCTION

Project Number _____

Project Title _____

To Contractor _____

From: _____ SDI No _____ Issue Date: _____

The Work shall be carried out in accordance with the following supplemental instructions issued in accordance with the Contract Documents without change in Contract Price or Contract Times. Proceeding with the Work in accordance with these instructions indicates your acknowledgement that there will be no change in the Contract Price or Contract Times.

Description:

☐ Attachments (*List*)

(Signature) Design Professional

Date

Distribution: ☐ Owner
☐ Contractor
☐ Construction Manager
☐ Design Professional
☐ Consultant _____
☐ Other _____



REQUEST FOR PROPOSAL

Project Number _____

Project Title _____

To Contractor _____

From: _____ RFP No _____ Issue Date: _____

Please submit an itemized proposal for changes in the Contract Price and Contract Times for proposed modifications to the Contract Documents described herein. Submit proposal within _____ days, or notify the Owner in writing of the date on which you anticipate submitting your proposal.

This is NOT a Change Order, a Work Change Directive or a direction to proceed with the work described in the proposed modifications.

Description:

☐ Attachments

Prepared by Design Professional

Prepared by Construction Manager

REQUESTED by OWNER'S Representative

Distribution: ☐ Owner
☐ Contractor
☐ Construction Manager
☐ Design Professional
☐ Consultant _____
☐ Other _____

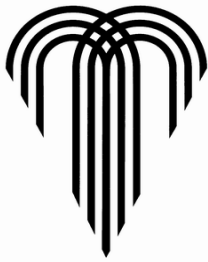
Project Number _____

Project Title _____

CONTRACTOR _____

OWNER _____

[illegible]



CHANGE ORDER

Project Number _____

Project Title _____

Change Order No: _____

Date of Issuance: _____

Ordinance No: _____

Ordinance Effective Date: _____

Contract Notice To Proceed Date: _____

To CONTRACTOR:

The Contract is changed as follows: _____

This Change Order constitutes compensation in full on behalf of the Contractor and its subcontractors and suppliers for all costs, including impact costs and extended general conditions, and markups directly and indirectly attributable to the Work changes ordered herein, for all delays related thereto and for performance of the changes within the time stated. Contractor hereby releases all claims for delay, interruption, extended general conditions, impact and cumulative impact claims for this Work.

[Note: Identify the specific attachments; example: "Attachment A, Additional Scope of Services." Delete **all** notes before printing final]

☐ See Attached Document(s).

[Note: If the CO does not change the Contract Price, use "Director" instead of "Director of Finance"]

Not valid until signed by the Director of Finance.

The original Contract Price was	_____	\$0.00
Net change by previously authorized Change Orders	_____	\$0.00
The Contract Price prior to this Change Order was	_____	\$0.00
The Contract Price will be (☐ increased by) (☐ decreased by) (☐ unchanged)	_____	\$0.00
The new Contract Price including this Change Order will be	_____	\$0.00
[Note: If revised, establish and enter new dates. If unchanged, enter current contract dates.		
If you are only changing the Final Completion date, add the following reference:		
"The Contract Time for Final Completion will be . . ."]		
The Contract Time will be (☐ increased by) (☐ decreased by) (☐ unchanged)	_____	() calendar days
The date of Substantial Completion as of the date of this Change Order therefore is	_____	Enter Date
The date of Final Completion as of the date of this Change Order therefore is	_____	Enter Date

Project No. & Title

Change Order No.

[Note: Include any required additional signatures.]

DESIGN PROFESSIONAL:	By:	Date:
	Title:	
CONTRACTOR:	By:	Date:
	Title:	
CITY:	By:	Date:
	Title:	

Approved as to form: _____
Assistant City Attorney

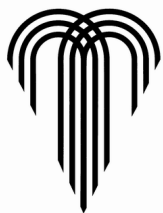
[Note: If this CO does not change the Contract Price, delete the cert. of funds by Finance Director but send signed copy to Finance.]

I certify there is a balance otherwise unencumbered to the credit of the appropriation to which the above amount is chargeable, and a cash balance otherwise unencumbered in the treasury to the credit of the fund from which payment is to be made, each sufficient to meet the above obligation.

By: _____
Director of Finance Date

Distribution: ☐ CITY
☐ CONTRACTOR
☐ DESIGN PROFESSIONAL

REMINDER: CONTRACTOR is responsible for considering the effect this Change Order may have on its ability to meet or exceed the D/M/WBE participation amounts in its Contractor Utilization Plan (CUP) as amended by any previously approved Request for Modification/Substitution. If CONTRACTOR will not be able to achieve the approved participation amounts in performing the work included within this Change Order, or if CONTRACTOR needs to retain the services of additional D/M/WBEs not previously listed in its CUP, CONTRACTOR is advised to submit a Request for Modification/Substitution.



WORK CHANGE DIRECTIVE

Project Number _____

Project Title _____

No.: _____ Date of Issuance: _____

TO:
(CONTRACTOR)

You are directed to proceed promptly with the following work:

Description:

Purpose of Work Change Directive:

Attachments: *(List documents supporting change)*

If the above work results on a change in the Contract Price or Contract Times, any request for a Change Order based thereon will involve one or more of the following methods of determining the effect of the change(s).

Method of determining change in
Contract Price:

- ☐ Unit Prices
- ☐ Lump Sum
- ☐ As Stipulated in General Conditions
- ☐ Other _____

Method of determining change in
Contract Times:

- ☐ CONTRACTOR's Records
- ☐ DESIGN PROFESSIONAL's Records
- ☐ City's Records
- ☐ Other _____

Estimated increase (decrease) in Contract Price:

\$ _____

If the change involves an increase, the estimated Amount is not to be exceeded without further authorization.

Recommended:

Estimated increase (decrease) in Contract Times:

Substantial Completion: _____ days;

Final Completion: _____ days.

If the change involves an increase, the estimated times are not to be exceeded without further authorization.

Recommended:

Recommended:

DESIGN PROFESSIONAL

Construction Manager

City

By (Authorized Signature)

By (Authorized Signature)

By (Authorized Signature)

Distribution:

- ☐ City
- ☐ Contractor
- ☐ Construction Manager

- ☐ Design Professional
- ☐ Consultant
- ☐ Other

WORK CHANGE DIRECTIVE (“WCD”) INSTRUCTIONS

[Note: Do not attach these instructions to the WCD Form]

A. GENERAL INFORMATION

This document was developed for use in situations involving changes in the Work which, if not processed expeditiously, might delay the Project. These changes are often initiated in the field and may affect the Contract Price or the Contract Times. This is not a Change Order, but only a directive to proceed with Work that may be included in a subsequent Change Order. If the WCD may result in an increase in the Contract Price, a contract impact cost analysis must be performed prior to issuing the WCD. Availability of funds and authorization to expend funds must be part of the analysis.

For supplemental instructions and minor changes not involving a possible change in the Contract Price or the Contract Times a Supplemental Design Instruction may be used.

B. COMPLETING THE WORK CHANGE DIRECTIVE FORM

Based on conversations between Design Professional, City’s Representative and CONTRACTOR, Design Professional must complete the following:

DESCRIPTION: shall include a summary of the Work included in the WCD. Additional information may be attached to the WCD to further define the scope.

PURPOSE OF WORK CHANGE DIRECTIVE: will identify clearly if the Work included in the WCD is an addition, deletion, revision, or some combination.

ATTACHMENTS: shall identify all attachments included in and made a part of the WCD. Be certain that attachments are clearly labeled.

METHOD OF DETERMINING CHANGE, IF ANY, IN CONTRACT PRICE: Mark the method to be used in determining the final cost of Work involved and the estimated net effect on the Contract Price. If the change involves an increase in the Contract Price and the estimated amount is approached before the additional or changed Work is completed, another WCD must be issued to change the estimated price. Do not leave blank spaces or write “To be determined” (or “TBD”). An estimated dollar figure must be assigned to the Work. If the WCD is not likely to change the Contract Price, the space for estimated increase (decrease) should be marked “No Change in Price”.

METHOD OF DETERMINING CHANGE, IF ANY, IN CONTRACT TIMES: Mark the method to be used in determining the change in Contract Times and the estimated increase or decrease in Contract Times. If the change involves an increase in the Contract Times and the estimated times are approached before the additional or changed Work is completed, another WCD must be issued to change the times or CONTRACTOR may stop the changed Work when the estimated times are reached. Do not leave blank spaces or write “To be determined” (or “TBD”). If the WCD is not likely to change the Contract Times, the space for estimated increase (decrease) should be marked “No Change in Times”.

Once Design Professional has completed and signed the form, all copies should be sent to CITY for authorization because Design Professional does not have authority to authorize changes in Price or Times. Once authorized by CITY, a copy must be sent by Design Professional to CONTRACTOR. Price and Times may only be changed by Change Order signed by CITY, Design Professional, and CONTRACTOR. If the value of the work included in the WCD exceeds the contingency or budget available for the contract, staff must obtain written approval from the Director or his or her designee before the WCD is issued. A Director or his or her designee may not approve a WCD that will exceed City Council authorization. If the work included in the WCD is needed as a result of an emergency, staff may proceed with the issuance of the WCD without

prior written approval even if the value of the work added is expected to exceed the contract contingency balance.

Once the Work covered by this directive is completed or final cost and times are determined. CONTRACTOR must submit proper documentation for inclusion in a Change Order.

IF THIS IS A DIRECTIVE TO PROCEED WITH A CHANGE THAT MAY AFFECT THE CONTRACT PRICE OR THE CONTRACT TIMES A CHANGE ORDER, IF ANY, MUST BE PROCESSED PROMPTLY.

SECTION 01000 – GENERAL PROJECT REQUIREMENTS

PART 1 - GENERAL

1.01 SUMMARY

- A. This section covers the general project requirements for all projects.

1.02 RELATED SECTIONS

- A. Section 00700 – General Conditions.
- B. Section 00800 – Supplementary Conditions.
- C. Section 01015 – Specific Project Requirements.
- D. Section 01020 – Record Documents.
- E. Section 01300 – Submittals.
- F. Section 01566 – Cleanup Operations.
- G. Section 01570 – Temporary Erosion Control.
- H. Section 01580 – Project Signs.
- I. Section 01581 – Public Communications.
- J. Section 02180 – Clearing and Grubbing.
- K. Section 02190 – Demolition and Disposal of Debris.
- L. Section 02200 – Earthwork.
- M. Section 02949 – Tree Protection, Removal and Replacement.

1.03 CODES AND STANDARDS

- A. By reference, as applicable for the Work being performed.

1.04 SUBMITTALS

- A. Submit as specified in Section 01300 – Submittals.
- B. Project Communications:
 - 1. Progress Meeting Minutes.
- C. Other:
 - 1. Description and location of offsite storage arrangements.
 - 2. Construction Site Plan.
 - 3. Safety Representative.

1.05 QUALITY ASSURANCE

- A. The Contractor is responsible for the quality assurance and quality control of the Work.

1.06 PRODUCT DELIVERY, STORAGE AND HANDLING

- A. Storage of materials and equipment shall conform to manufacturer's recommendations.
- B. Storage of equipment and material shall not interfere with public access and/or safety.
- C. All material shall be protected from weather. Gaskets shall be protected from exposure to sunlight.
- D. Offsite Storage:
 - 1. Offsite storage arrangements shall be approved by the City for all materials and equipment.

2. It is the Contractor's sole responsibility to provide adequate and satisfactory security and protection.
 3. Offsite storage facilities shall be bonded and accessible to City.
- E. Preparation for Shipment:
1. All materials and equipment incorporated into the project shall be suitably packaged to facilitate handling and protect against damage during transit and storage.
 2. Painted surfaces shall be protected against impact, abrasion, discoloration, and other damage. All painted surfaces, which are damaged prior to acceptance of materials and equipment, shall be repainted to the satisfaction of the City.
 3. Pipe and fitting linings shall be protected against damage.
 4. Each item, package, bundle of material, or piece of equipment shall be tagged or marked as identified in the delivery schedule or on the Shop Drawings. Complete packing lists and bills of material shall be included with each shipment.

1.07 MATERIALS SELECTION AND ACQUISITION

- A. The Contractor shall not use materials or equipment removed from existing premises, except as specifically permitted by the Contract Documents. All products shall be new, never used before, unless otherwise specified.
- B. Provide interchangeable components of the same manufacturer, for similar removable components, such as: T-bolts, glands, gaskets, manhole rings and covers, etc.

1.08 CONSTRUCTION SITE PLAN

- A. Unless otherwise specified in Section 01015 – Specific Project Requirements, prior to the start of work, the Contractor shall submit a site plan showing the locations and dimensions of temporary facilities which include, but are not limited to, the following layouts and details:
 1. Equipment and material storage area (on-site and off-site).
 2. Access and haul routes.
 3. Avenues of ingress/egress in fenced areas.
 4. Details of the fence installation.
 5. Any areas which may have to be protected to prevent the tracking of mud.
 6. Indicate if a supplemental or other staging area is being utilized.
 7. Show locations of safety and construction fencing, job site trailer, construction entrances, trash dumpsters, temporary sanitary facilities and parking areas for project personnel.
 8. Indicate locations of concrete washout facilities.

1.09 EASEMENTS AND RIGHTS-OF-WAY

- A. The City will furnish the Site in accordance with Section 00700 - General Conditions. The Contractor shall confine construction operations to the immediate vicinity of the Site shown in the Contract Documents and shall use due care in placing construction tools, equipment, excavated materials, construction materials and supplies to cause the least possible damage to property and least possible interference with public traffic.

B. On Private Property:

1. The permanent easements are as noted in the Contract Documents. No additional temporary construction easements have been obtained, unless otherwise indicated in the Contract Documents. The Contractor shall set stakes to mark the boundaries of construction easements across each private property. The stakes shall be protected and maintained until completion of the Work. After cleanup has been completed in accordance with Section 01566 – Cleanup Operations, the Contractor shall remove all construction stakes.
2. The Contractor shall not enter any private property outside the designated construction easement boundaries without written permission from the owner of the property.
3. Should it become necessary to use or occupy the land beyond the limits of the Site (as defined by Section 00700 – General Conditions), the Contractor shall obtain a written agreement with each affected property owner and tenant. Each agreement shall clearly outline the terms for which the Contractor may utilize the property and shall be fully executed by the Contractor, the property owner and the tenant (when applicable).
4. Whenever the easement is occupied by crops which will be damaged by construction operations, the Contractor shall notify the property owner sufficiently in advance so that the crops may be removed before the Work is started. The Contractor is responsible for all damage to crops outside the easement and shall make satisfactory settlement for the damage directly with the property owner.
5. Where the Work impacts fields that are leveled for irrigation or terraced, the Contractor shall relevel irrigated fields and replace all terraces to their original or better condition and to the satisfaction of the property owner.

C. Crossing State Highways:

1. The City has obtained permission from the Missouri Department of Transportation (MoDOT) for the construction of the Work. The Contractor shall secure all necessary MoDOT permits and post bond as required for construction within the limits of the MoDOT right-of-way. All work within MoDOT right-of-way shall be in conformance with MoDOT regulations. The permit must be secured before any construction is started within MoDOT right-of-way.

1.10 MAIL BOXES

- A. The U.S. Post Office Department's regulations prohibit the delivery of mail to addresses where there are no mailboxes or where the mailboxes are not readily accessible because of construction excavation.
- B. The Contractor's execution of the Work shall not impede delivery of the mail. The Contractor shall ensure that all mail delivery to all mail boxes is uninterrupted. All excavated material, equipment, supplies shall be kept clear of mail boxes to allow normal access for mail delivery personnel and vehicles.
- C. When removal of a mail box is necessary to facilitate the Work, it shall be removed, stored and re-set to its original position and elevation. From the time a mail box is removed, it shall be re-set and the surrounding area stabilized and restored within 24 hours.

1.11 LINES AND GRADES

- A. All Work shall be done to the lines, grades and elevations indicated in the Contract Documents.
- B. Basic horizontal and vertical control points are provided in the Contract Documents. All additional survey, layout and measurement work shall be performed by the Contractor as a part of the Work.
- C. The Contractor shall provide an experienced instrument person, competent assistants and all instruments, tools, stakes and other materials required to complete the survey, layout and measurement work.
- D. The Contractor shall provide qualified personnel, materials and equipment (tools, stakes and other materials) as may be required for the following tasks needed in the Work:
 - 1. Establish or designate control points.
 - 2. Establish construction easement boundaries.
 - 3. Verify survey.
 - 4. Verify layout shown on the Contract Documents.
 - 5. Verify and document work performed by the Contractor.These efforts shall be included in the Contractor's bid price and performed at no additional cost to the City.
- E. The Contractor shall remove and reconstruct, at no additional cost to the City, any Work that was improperly installed or improperly located.
- F. See Section 01020 – Record Documents, paragraph SURVEY REQUIREMENTS for additional requirements.

1.12 CONNECTIONS TO EXISTING FACILITIES

- A. Unless otherwise specified or indicated, the Contractor shall make all necessary connections to existing facilities. This includes, but is not limited to, structures, drain lines, water utilities, sewer utilities, gas utilities, communications utilities and electric utilities. In each case, the Contractor shall receive permission from the City or the owning utility prior to undertaking a connection. The Contractor shall protect facilities against deleterious substances and damage.
- B. Connections to existing facilities that are in service shall be thoroughly planned in advance. All required equipment, material and labor shall be on hand at the time of undertaking the connections. Work shall proceed continuously (around the clock) to complete connections in the minimum time possible. Operation of valves or other appurtenances on existing utilities, when required, shall be by or under the direct supervision of the owning utility.

1.13 UNFAVORABLE CONSTRUCTION CONDITIONS.

- A. During unfavorable weather, wet ground, or other unsuitable construction conditions, the Contractor shall confine operations to Work that will not be adversely affected by such conditions.
- B. No portion of the Work shall be constructed under conditions that would adversely affect the quality or efficiency thereof, unless special means or precautions are taken by the Contractor to perform the Work in a manner acceptable to the City.

1.14 UNDERGROUND FACILITIES AND ASSOCIATED RESTORATION

- A. As provided in Section 00700, paragraph 4.04 of the General Conditions, the Contractor shall perform all cutting and patching required for the Work and as may be necessary in connection with locating all underground facilities, installation of Work, uncovering Work for inspection or for the correction of defective Work.
- B. The Contractor shall perform all cutting and patching required for and in connection with the Work, including but not limited to the following:
 - 1. Removal of improperly timed Work.
 - 2. Removal of samples of installed materials for testing.
 - 3. Alteration of existing facilities.
 - 4. Installation of new Work.
- C. The Contractor shall provide all shoring, bracing, supports and protective devices necessary to safeguard all Work and existing facilities during cutting and patching operations. The Contractor shall not undertake any cutting or demolition that may affect the structural stability of the Work or existing facilities without City's approval.
- D. Materials shall be cut and removed as required to complete the Work. Materials shall be removed in a careful manner, with no damage to adjacent facilities or materials. The Contractor shall remove all excavated materials from the site that cannot be incorporated in the Work.
- E. All Work and existing facilities affected by cutting operations shall be restored with new materials, or with salvaged materials acceptable to City, to obtain a finished installation with strength, appearance and functional capacity required to match the existing area. If necessary, entire surfaces shall be patched and refinished.
- F. The Contractor, at no extra cost to the City, shall replace all surface features damaged, removed or so designated to be replaced.

1.15 ENVIRONMENTAL PROTECTION

- A. Laws and Regulations:
 - 1. The Contractor shall conform to all laws and regulations as required by Section 00700 – General Conditions, Article 6 – Contractor's Responsibilities.
- B. Storm Water Runoff:
 - 1. Storm Water Pollution Prevention Plan (SWPPP): As required by Section 00700 – General Conditions, Article 6 – Contractor's Responsibilities.
 - 2. Erosion Sediment Control: See Paragraph 1.25.
 - 3. The Contractor shall prevent the pollution of drains and watercourses by sanitary wastes, sediment, debris and other substances resulting from construction activities. See paragraph 1.38.
 - 4. Dewatering: As required by Section 02200 – Earthwork.
 - 5. Concrete Washout Facilities: As required by Section 01566 – Cleanup Operations.
- C. Air Pollution:
 - 1. Burning: No open burning will be permitted.
 - 2. Dust Control: See paragraph 1.37.
- D. Other Construction Activities:
 - 1. Disposal of Demolition Material: As required by Section 02190 – Demolition.
 - 2. Disposal of Debris: Section 02180 – Clearing and Grubbing and Section 02200 – Earthwork.

3. Protection of Wetlands: As shown on the Drawings or as specified in Section 01015 – Specific Project Requirements.
4. Floodplains: As shown on the Drawings or as specified in Section 01015 – Specific Project Requirements.
5. Cleanup and Site Maintenance: As required by Section 01566 – Cleanup and Site Maintenance.

1.16 LICENSES, PERMITS, AND CERTIFICATES

- A. Requirements for licenses, permits and certificates are provided in Section 00700 – General Conditions, paragraph 6.09.
- B. Permitting exceptions (if any) are noted in Section 00800 – Supplementary Conditions.

1.17 APPLICABLE CODES

- A. Standard specifications of the Kansas City, Missouri Department of Public Works are, by reference, hereby made a part of this contract specifications. See Section 01015 – Specific Project Requirements for additional information.

1.18 REFERENCE STANDARDS

- A. See Section 00700 – General Conditions, paragraph 3.02 for references to standards and specifications of technical societies.

1.19 PRECONSTRUCTION CONFERENCE

- A. A Preconstruction Conference will be held in accordance with Article 2 of the General Conditions. The conference will be held at a mutually agreed time and location. The conference shall be attended by:
 1. Contractor and the project superintendent.
 2. Design Professional.
 3. Resident Project Representative.
 4. Representatives of City.
- B. Other participants as requested by the Contractor, City, or Design Professional; such as the following:
 1. Principal Subcontractors.
 2. Representative of principal suppliers and manufacturers as appropriate.
 3. Utility Company representatives.
 4. Governmental representatives as appropriate.
 5. The Contractor shall bring to the conference the Preliminary Schedules described in Article 2 of the General Conditions (Preliminary Project Schedule, Preliminary Schedule of Values, Preliminary Schedule of Shop Drawings and Samples) and other pertinent information.
- C. The purpose of the conference is to designate responsible personnel and to establish a working relationship. Matters requiring coordination will be discussed and procedures for handling such matters established. The agenda shall include, but not limited to, the following:
 1. Contractor's Preliminary Schedules.
 2. Document Management.
 3. Processing Applications for Payment.
 4. Maintaining record documents and electronic data requirements.
 5. Critical Work sequencing.
 6. Field decisions and Change Orders.

7. Use of premises, field office, material storage areas, security, housekeeping, and City's needs.
 8. Major equipment deliveries and priorities.
 9. Contractor's assignment for Safety Representative.
 10. Expectations and the Contractor's plan for Environmental Protection.
 - D. City or Design Professional will preside at the conference, will arrange for keeping the minutes and will distribute the minutes to all persons in attendance.
- 1.20 PROGRESS MEETINGS
 - A. The Contractor shall schedule and hold progress meetings at least monthly, at other times as requested by the City or as needed by the progress of the Work. The Contractor, City, Design Professional, and all Subcontractors active on the Site shall be represented at each meeting. The Contractor may, at their discretion, request attendance of their suppliers, manufacturers or other utilities.
 - B. The Contractor shall preside at the meeting. Meeting minutes shall be prepared and distributed by the Contractor after review by the City or Design Professional. The purpose of the meetings will be to review the progress of the Work, maintain coordination of efforts, discuss changes in scheduling and resolve problems which may have developed on the project.
- 1.21 SAFETY REPRESENTATIVE
 - A. In accordance with Section 00700 – General Conditions, Article 6 – Contractor's Responsibilities, the Contractor shall submit the name and complete contact information for the person designated as the Safety Representative for the Project.
 - B. In accordance with Section 01300 – Submittals, This information shall be submitted prior to the Preconstruction Conference.
 - C. If the Safety Representative changes during the Project, the Contractor shall designate a new person to fulfill the role and submit their name and complete contact information.
- 1.22 SITE ADMINISTRATION
 - A. The Contractor is responsible for all areas of the site used by their personnel and all Subcontractors in the performance of the Work. The Contractor will exert full control over the actions of all employees and other persons with respect to the use and preservation of property and existing facilities, except such controls as may be specifically reserved to Owner or others. The Contractor has the right to exclude from the site all persons who have no purpose related to the Work or its inspection and may require all persons on the site to observe the same regulations as their personnel.
- 1.23 CLEAN-UP
 - A. The Contractor shall conduct cleanup operations in accordance with Section 01566 – Project Cleanup.
- 1.24 FINAL ACCEPTANCE
 - A. Final Acceptance of the Work shall be in accordance with Section 00700 – General Conditions, Article 14.

1.25 EROSION AND SEDIMENT CONTROL

- A. Work associated with erosion and sedimentation control shall be done in accordance with Section 01570 – Temporary Erosion and Sediment Control.

1.26 STREET LIGHTS

- A. Relocation or restoration of streetlights due to construction interference shall be included in the Contractor's Bid Price. No separate measurement and payment will be made. The Contractor shall notify and coordinate street light relocations with the Public Works Department:

Street Lights Division
Phone: (816) 513-9500.

1.27 PROJECT SIGNS

- A. Work associated with Project signs shall be done in accordance with Section 01580 – Project Signs.

1.28 RESTORATION

- A. The Contractor shall replace all surface material and shall restore all paving, curbs, gutters, sidewalks, driveways, shrubbery, fences, sod and all other features disturbed to a condition of equal to or better than before the work began, furnishing all material, labor and equipment incidental thereto.

1.29 WATER

- A. The City will furnish, without charge, all water necessary for the Work (i.e., filling, flushing, testing and disinfecting completed water lines). The Contractor shall make arrangements with the City for all water used.
- B. Use of the City's water facilities shall be at the direction of the Water Services Department so that water is not wasted and service to customers is not impaired.
- C. Any water furnished by the City must be obtained from an existing City main.
- D. The Contractor shall use a Reduced Pressure Zone (R.P.Z.) Backflow Preventer and meter when connected to the City's water system. The Contractor shall contact the Kansas City Fire Department (KCFD) at (816) 513-4645 to purchase a hydrant meter permit. After securing a hydrant meter permit from KCFD, the Contractor shall present the permit to the Consumer Services desk located at Water Services Department headquarters, 4800 E. 63rd Street, KCMO. The Contractor shall apply for and pay Consumer Services the refundable security deposit. If approved, the Contractor shall contact the Water Services Backflow Department at (816) 513-4797 to schedule the installation of the R.P.Z./Meter (hydrant meter). The Contractor shall provide the location of the hydrant where the R.P.Z./Meter is to be installed. The Contractor shall contact the Backflow Department to have the R.P.Z./Meter moved or returned to Water Services. Jetting and Vacuum trucks with approved backflow prevention devices or air gap separation are not required to utilize a R.P.Z. backflow preventer; however, a meter to track water usage shall be used at all the times. The Jetter/Vac Contractor shall contact the Water Services Backflow Department for issuance of the meter and pay the associated refundable security deposit. In all cases, the Contractor is solely responsible for any and all damage to the equipment issued by the Water Services Backflow Department. The cost to repair the damage or the cost of complete replacement of the unit shall be deducted from the security deposit.

- E. All costs for labor, material, equipment and services needed to obtain water for construction purposes shall be included in the Bid. No separate measurement or payment will be made to make connections.

1.30 OPERATION OF EXISTING VALVES

- A. The Contractor shall not operate any valves on the City's system without direct supervision from a Water Services Department representative.
- B. If the Contractor needs valves operated, the request shall be made at least forty-eight (48) hours in advance to Water Services for such operation, also giving notice to any affected customers/properties in accordance with the notification requirements outlined in Section 01581 – Public Communications.
- C. The hydrant branch valves may be operated in the presence of a Water Services Department representative with no official advance notification.
- D. All fire hydrants and water valves shall be kept free from obstruction and available for use at all times.

1.31 BARRICADES AND LIGHTS

- A. All streets, roads, highways and other public thoroughfares which are closed to traffic shall be protected by effective barricades and acceptable warning signs. Barricades shall be located per the approved traffic control plan and associated permit.
- B. All trenches and other excavations shall be covered and shall have suitable barricades, signs and lights to provide adequate protection to the public. Obstructions such as material piles and equipment shall be provided with similar warning signs and lights.
- C. All barricades and obstructions shall be illuminated with warning lights from sunset to sunrise. Material storage and execution of the Work on or alongside public streets and highways shall cause the minimum obstruction and inconvenience to the traveling public.
- D. All barricades, signs, lights and other protective devices shall be installed and maintained in conformity with applicable statutory requirements and as required by the authority having jurisdiction; such as, Work within railroad right-of-way, highway right-of-way, etc.

1.32 EXISTING FENCING

- A. All existing fences affected by the Work shall be maintained by the Contractor until completion of the Work. Fences which interfere with construction operations shall not be relocated or dismantled until written permission is obtained from the owner of the fence and the period the fence may be left relocated or dismantled has been agreed upon.
- B. Where fences must be maintained across the construction easement, adequate gates shall be installed. Gates shall be kept closed and locked at all times when not in use.
- C. On completion of the Work across any tract of land, the Contractor shall restore all fences to their original location and to their original or better condition.

1.33 SAFETY FENCING

- A. Provide fencing along the construction site at all open excavations and tunnels to control access by unauthorized people.

- B. The safety fencing must be a high visibility orange colored, high density polyethylene grid or approved equal, a minimum of 48 inches high and maximum mesh size of 2 inches, supported and tightly secured to steel posts located on maximum 10-foot centers, constructed at the approved location.
- C. Remove the fence from the work site upon completion of the Work.

1.34 PROTECTION OF PUBLIC AND PRIVATE PROPERTY

- A. The Contractor shall protect, shore, brace, support, and maintain all underground pipes, conduits, drains and other underground construction uncovered or otherwise affected by the construction operations.
- B. All pavement, surfacing, driveways, curbs, gutters, sidewalks, buildings, utility poles, guy wires, fences, and all other features and structures affected by construction operations, together with all sod and shrubs in yards, parkways, medians and green spaces, shall be restored to their original condition, whether within or outside the right-of-way or easement. All replacements shall be made with new materials.
- C. Work associated with tree protection, removal and replacement shall be done in accordance with Section 02949 – Tree Protection, Removal and Replacement.

1.35 DAMAGE TO EXISTING PROPERTY

- A. The Contractor is solely responsible for any damage to existing features, structures, Work, materials, or equipment because of their operations and shall repair or replace any damaged features, structures, Work, materials, or equipment to the satisfaction of the City and at no additional cost to the City.
- B. The Contractor shall protect all existing structures and property from damage and shall provide bracing, shoring, or other work necessary for such protection.
- C. The Contractor is responsible for all damage to streets, roads, curbs, sidewalks, highways, shoulders, ditches, embankments, culverts, bridges, or other public or private property, which may be caused by transporting equipment, materials, or personnel to or from the Work. The Contractor shall make satisfactory and acceptable arrangements with the agency having jurisdiction over the damaged property concerning its repair or replacement.

1.36 NOISE CONTROL

- A. The Contractor shall conduct construction operations as described herein and in compliance with the City of Kansas City, Missouri Code of Ordinances, Chapter 46 – NOISE CONTROL.
- B. The Contractor shall take all reasonable measures to avoid unnecessary noise. Such measures shall be appropriate for the normal ambient sound levels in the area during working hours. All construction machinery and vehicles shall be equipped with practical sound-muffling devices and operated in a manner to cause the least noise, consistent with the efficient performance of the Work.
- C. During construction activities on or adjacent to occupied buildings and when appropriate, the Contractor shall erect screens or barriers effective in reducing noise in the building and shall conduct their operations to avoid unnecessary noise which might interfere with the activities of the building occupants.

- D. All work including, but not limited to, excavation, demolition, alteration, or repair being performed in or adjacent to a residential area other than between the hours of 7:00 a.m. and 6:00 p.m. on weekdays, except in the case of urgent necessity in the interest of public safety, shall require a letter of permission from the Water Services Department of the City of Kansas City, Missouri.

1.37 DUST CONTROL

- A. The Contractor shall control dust in accordance with Section 01566 – Cleanup Operations, paragraph DUST CONTROL. The Contractor shall take all reasonable measures to prevent unnecessary dust. Earth surfaces subject to dusting shall be kept moist with water or by the approved application of an approved chemical suppressant. When practicable, dusty materials in piles or in transit shall be covered to prevent blowing.
- B. Buildings or operating facilities which may be affected adversely by dust shall be adequately protected from dust. Existing or new machinery, motors, instrument panels, or similar equipment shall be protected by suitable dust screens. Proper ventilation shall be included with dust screens.

1.38 POLLUTION CONTROL

- A. The Contractor shall prevent the pollution of drains and watercourses by sanitary wastes, sediment, debris or other substances resulting from the construction activities. No sanitary wastes will be permitted to enter any drain or watercourse other than sanitary sewers. No sediment, debris, or other substance will be permitted to enter sanitary sewers and all reasonable measures will be taken to prevent such materials from entering any drain or watercourse.

1.39 SECURITY

- A. The Contractor is solely responsible for security and protection of the site. This includes protecting all Work, materials, equipment, existing facilities and all temporary facilities against theft, vandals and access by unauthorized persons.
- B. No claim shall be made against the City by reason of an act of an employee or trespasser. The Contractor shall make good on all damage and theft of property resulting from the Contractor's failure to provide adequate security measures.

1.40 PARKING

- A. The Contractor shall provide and maintain suitable parking areas for the use of all City personnel, construction workers and others performing work or furnishing services in connection with the Project. Suitable parking is required to avoid the need for parking personal vehicles where they may interfere with traffic, City's operations, or construction activities.

1.41 PIPELINE MARKERS

- A. Pipeline markers as shown in Construction Detail Drawing No. 01000-1 shall be installed at the locations shown on the Drawings.
- B. Contractor shall field verify Stations and Locations for pipeline markers to comply with actual construction. The Contractor shall coordinate labeling with the City/Design Professional prior to fabricating the marker plates. The Contractor shall submit as required in Section 01300 – Submittals.

PART 2 - PRODUCTS

Not used.

PART 3 - EXECUTION

Not used.

Drawing No. 01000-1 on the following page.

INSERT PROJECT NAME

ENGRAVE IDENTIFICATION
APPROPRIATE OR AS
DIRECTED BY CITY/ DESIGN
PROFESSIONAL

INSERT DRAWING NUMBER

INSERT APPROPRIATE STATION

INSERT APPROPRIATE
COORDINATES

KANSAS CITY, MISSOURI
WATER SERVICES DEPARTMENT

PROJECT NAME CONTRACT NO.

D-XXXX XX INCH (TYPE)

STATION XXX+XX, OFFSET 10', TAG FACES MAIN

N XXXXXXXX.XX E XXXXXXXX.XX

INSERT CONTRACT NUMBER

INSERT APPROPRIATE
SIZE OF MAIN AND
TYPE OF PIPE

PAINT WITH 2 COATS OF GLOSS
ALKYD ENAMEL, LIGHT BLUE
UNLESS OTHERWISE INDICATED
BY THE ENGINEER

ROUND STEEL END CAP
WELDED ENTIRELY AROUND
END 4" DIA SCHEDULE
40 STEEL PIPE

BRASS IDENTIFICATION
PLATE, 2"x 4"x 1/8" THICK.
ATTACH TO STEEL POST
W/4 RIVETS.

4' - 0"

2' - 6"

FINISH GRADE

FORM TOP 4" OF
CONC ENCASEMENT

6" CONC ENCASEMENT
AROUND PIPE

NOTES:

1. PIPELINE MARKERS AS SHOWN IN THIS DETAIL SHALL BE INSTALLED AT THE LOCATIONS SHOWN ON THE DRAWINGS.
2. CONTRACTOR SHALL VERIFY STATIONS AND LOCATIONS FOR PIPELINE MARKERS TO COMPLY WITH ACTUAL CONSTRUCTION, AND SHALL COORDINATE LABELING WITH CITY/ DESIGN PROFESSIONAL PRIOR TO FABRICATING AND INSTALLING PIPELINE MARKERS. SUBMIT AS REQUIRED IN SECTION 01300-SUBMITTALS.

PIPELINE MARKER

WATER SERVICES
CITY OF KANSAS CITY, MISSOURI

DRAWING NO. **01000-1**

DEVELOPED BY: _____ APPROVED BY: _____

TECHNICAL ADVISORY COMMITTEE DATE: 9/02/2021

1
OF
1

END OF SECTION

SECTION 01020 – RECORD DOCUMENTS

PART 1 - GENERAL

1.01 SUMMARY

- A. Contractor shall maintain, in a safe place at the Site, one updated record copy of all Drawings, Standards and Specifications, Addenda, Shop Drawings, Requests for Interpretation (RFIs), Requests for Proposal (RFPs), Work Change Directives (WCDs), Change Orders, other written interpretations or clarifications of the contract documents, survey information (including approved cut sheets) and all other documents relevant to the Work.
- B. All such documents shall be kept in order, good condition and shall be continuously updated to indicate all work installed and all changes made during construction.
- C. No work shall be allowed in the absence of these record documents.
- D. This document also outlines electronic data requirements and defines the survey requirements for the development of Field-Marked Drawings, As-Built Drawings and Conforming to Construction Drawings.

1.02 SPECIFICATION MODIFICATIONS

- A. It is understood that throughout this section these Specifications may be modified by appropriate items in Section 01015 – Specific Project Requirements or as otherwise indicated on the Contract Drawings.

1.03 RELATED SECTIONS

- A. Section 00700 – General Conditions.
- B. Section 01015 – Specific Project Requirements.
- C. Section 01300 – Submittals.
- D. Section 01335 – Document Management.
- E. Section 02686 – CCTV Inspection.

1.04 CODES AND STANDARDS

- A. CAD Standards – United States National CAD Standards.

1.05 DEFINITIONS

- A. Drawings – As defined by Section 00700 – General Conditions.
- B. Approved for Construction Drawings – Any drawing or sketch that has been issued to the Contractor by the City for the purposes of constructing the Work. These include, but are not limited to, the following: Drawings, revisions to the Drawings, information issued as part of change orders and information issued as part of work change directives.
- C. Field-Marked Drawings (Red Line Markups) – A copy of the Approved for Construction Drawings that is maintained and updated daily by the Contractor during construction detailing all work completed and depicting all changes made to the Work during construction.
- D. As-Built Drawings – The completed Field-Marked Drawings that include the signed certification language from both the Contractor and Surveyor.
- E. Conforming to Construction Drawings – The Approved for Construction Drawings that have been revised to reflect the changes noted on the As-Built Drawings. For these drawings, the CAD files are updated and a new set of drawings is created.

- F. Record Drawings – All drawings used or developed as part of the Work. Record Drawings include, but are not limited to, the following: Approved for Construction Drawings, Field-Marked Drawings, As-Built Drawings and Conforming to Construction Drawings.
- G. Record Documents – As defined by this Section, Section 01015 and Section 00700 – General Conditions, Article 6 Contractor’s Responsibilities.

1.06 INFORMATION PROVIDED BY THE CITY

- A. The City will provide the Contractor a suitable copy of the Approved for Construction Drawings in an electronic/CAD format.

1.07 SUBMITTALS

- A. Submit as specified in Section 01300 – Submittals.
- B. Submittals include, but are not limited to, the following:
 - (a) All Record Documents – As required by this Section, Section 1015 and Section 00700 – General Conditions, Article 6, Contractor’s Responsibilities, paragraph Record Documents.
 - (b) Field-Marked Drawings.
 - (c) As-Built Drawings.
 - (d) Conforming to Construction Drawings.
 - (e) Other Record Documents as requested by the City.

1.08 QUALITY ASSURANCE

- A. The Contractor is responsible for the quality assurance and quality control of the Work.

PART 2 - PRODUCTS

Not used.

PART 3 - EXECUTION

3.01 SURVEY REQUIREMENTS

- A. All field books, notes, videotapes and other data developed by the Contractor in performing surveys required as part of the Work shall be available to the City for examination throughout the construction period. All such data shall be submitted to the City with the other documentation required for final acceptance of the Work.
- B. General Requirements:
 - (a) The Contractor shall provide survey grade information for the locations and elevations of the Work as described herein. Surveys shall be conducted by a Professional Land Surveyor, licensed in the State of Missouri (Surveyor).
 - (b) Vertical Datum – All elevations shall be indicated in North American Vertical Datum of 1988 (NAVD 88) in feet and decimals of a foot.
 - (c) Horizontal Control – Coordinates shall be referenced to the North American Datum of 1983 (NAD 83), State Plane Missouri West Zone FIPS 2403 US Feet coordinate system, Kansas City Metro Control. Statewide Missouri Geographical Reference System monuments, Project monuments and Certified Land corners shall be used as references to determine State Plane coordinates. All control monuments used in the survey work shall be listed with reference ties and shown on the Record Drawings.

C. Water Systems:

- (a) Fire Hydrant Assemblies – Provide survey point (location and elevation) at the top of the operating nut for each fire hydrant.
- (b) Fittings – Provide survey point (location and elevation) at the center of each fitting (i.e. bends, tees, valves, etc.). Survey shall be taken at the top of the fitting. Provide the elevation of finished grade or improvements at the top of the fitting.
- (c) Pipe Profile – Provide survey points (location and elevation) at the center point of all piping at a maximum spacing of 50 feet. Survey shall be taken on the top of the pipe. At the same location, provide the elevation of finished grade.
- (d) Valves, Valve Vaults, Meter pits and Other Structures – A survey is required to verify the location of all new valves, valve vaults, meter pits or other structures. The survey shall include, but is not limited to, the following:
 - (i) Location of the Structure – Provide coordinates for the center of the access cover.
 - (ii) Top Elevation – Provide the top elevation of the structure at the center of the access cover.

D. Wastewater Systems:

- (a) New Manholes – A survey is required to verify the location of all new manholes. The survey shall include, but is not limited to, the following:
 - (i) Location – Verify the “Locating Point” shown on the Approved for Construction Drawings or standard detail. Verify all coordinate data shown on the Approved for Construction Drawings. If no such information is provided, the Locating Point shall be the center of the manhole cover.
 - (ii) Top Elevation. – Provide the elevation of the top of the structure at the Locating Point.
 - (iii) Pipe Inverts – Provide the invert elevation and flow direction of all pipes that penetrate the structure (flowline in - FL IN) and exit the structure (flowline out - FL OUT).
 - (iv) Manhole Invert – Provide the elevation of the invert at the center of the manhole if different than the pipe inverts.
- (b) Existing Manholes – A survey is required to verify the location of all existing manholes that are modified as part of the Work. The survey shall include, but is not limited to, the following:
 - (i) Location of the Structure – Verify the “Locating Point” shown on the Approved for Construction Drawings or standard detail. Verify all coordinate data shown on the Approved for Construction Drawings. If no such information is provided, the Location Point shall be the center of the manhole cover.
 - (ii) Top Elevation – Provide the elevation of the top of the structure at the Locating Point.
 - (iii) Pipe Inverts – Provide the invert elevation and flow direction of all pipes that penetrate the structure (flowline in - FL IN) and exit the structure (flowline out - FL OUT).
 - (iv) Manhole Invert – Provide the elevation of the invert at the center of the manhole if different from the pipe inverts.

E. Storm Water and Green Infrastructure Systems:

- (a) A survey is required to verify the location of all new Green Infrastructure, Storm Water Structures, Junction Boxes, Manholes, Inlets and all other related structures. The survey shall include, but is not limited to, the following:

- (i) Location of the Structure – Verify the Locating Point shown on the Approved for Construction Drawings or standard detail. Verify all coordinate data shown on the Approved for Construction Drawings. The locating point for curb inlets is center of inside face of inlet wall. If no other locating information is provided for other structures, the Locating Point shall be the center of the access cover.
- (ii) Top Elevation – Provide the elevation of the top of the structure at the Locating Point.
- (iii) Pipe Inverts – Provide the invert elevation and flow direction of all pipes that penetrate the structure (flowline in - FL IN) and exit the structure (flowline out - FL OUT).
- (iv) Manhole or Structure Invert – Provide the elevation of the invert at the center of the manhole or structure if different than the pipe inverts.
- (b) Culvert:
 - (i) A survey is required to verify the location of new culverts. The survey shall include, but is not limited to, the following:
 - (ii) Location – The Locating Points shall be the center line of each culvert barrel at the upstream and downstream end of each. The location of each culvert barrel is to be provided.
 - (iii) Invert – Provide the upstream and downstream invert elevation of each culvert barrel.
- (c) Channels and Ditches:
 - (i) Profile – Provide survey points (location and elevation) at the upstream and downstream end of the channel and along the channel at a maximum 50-foot intervals and at all bends and changes in alignment.
 - (ii) Survey points shall be taken at finished grade at the centerline, toes of side slopes or walls and top elevation of the high flow channel on both sides of the channel. If water is present in the channel or ditch, provide water surface elevation on both sides of the channel.
- (d) Detention Areas:
 - (i) For any surface feature designed to detain or retain storm water runoff (i.e., detention basins, rain gardens, bio-retention cells, etc.) an as-built survey of the feature is required.
 - (ii) Enough survey points shall be taken to generate 1-foot contours of the detention or retention area and any containment berms.
 - (iii) Provide survey points (location and elevation) for both ends of weirs, all weir high and low points (if top of weir is not level) and other flow control structures, inlets and outlets.
 - (iv) Provide survey points (location and elevation) for both ends of weirs and all weir high and low points (if top of weir is not level) of the principle spillway structure.

3.02 FIELD-MARKED DRAWINGS

- A. The Contractor shall continuously maintain a set of Field-Marked Drawings which details all work completed and shows all changes or deviations made by the Contractor from the Approved for Construction Drawings. Where the Approved for Construction Drawings are not detailed and allow for flexibility during construction, the Contractor shall include the detailed information on how the Work was constructed. These adjustments shall include, but are not limited to, field adjustments and change orders.

- B. Field-Marked Drawings shall be prepared using survey grade information to show the horizontal and vertical location of the Work after completion of construction. Connection details may be sketched using field run measurements.
- C. Mark new information that is important to the City that is not shown on Drawings or Shop Drawings.
- D. Note related Change Order numbers where applicable.
- E. Include the following:
 - (a) Field changes of dimension and detail.
 - (b) Changes made by Change Order or other modifications.
 - (c) Details not on original Drawings.
 - (d) Horizontal and vertical location of all underground utilities and all other concealed elements that would complicate and make difficult/expensive to maintain the installed asset at a later date.
- F. Precision of Measurement:
 - (a) Where survey measurements are not required (sketching connection details) – elevations, stationing, distances and measurements shall be expressed to the nearest 0.10 foot.
 - (b) All other Work requires survey information – elevations, station, distances and measurements shall be expressed to the nearest 0.01 foot.
- G. Field changes or additions shall be designated in RED. Hard copy and electronic (PDF) deliverables shall be provided in color.
- H. Information shall be clearly distinguishable on hard copy mark-ups and in the electronic files.
- I. If the Contractor observes inaccurate information pertaining to existing conditions, the correct information shall be noted in the Field-Marked Drawings.
- J. The Contractor shall submit 30%, 60% and 90% check prints with the corresponding percent complete of work. The check prints shall be submitted with the Application for Payment. Failure to provide the check prints shall cause the Application for Payment to be returned to the Contractor.

3.03 AS-BUILT DRAWINGS

- A. Upon completion of the Work and before the Application for Final Payment, the Contractor shall prepare the As-Built Drawings by completing annotations to the Field-Marked Drawings and adding the required certification statements.
- B. Surveyor's Certification:
 - (a) Each drawing shall be modified to include a certification statement and signature block as described below.
 - (b) Every sheet of the Field-Marked Drawings must be reviewed, signed and sealed by a Professional Land Surveyor, licensed in the State of Missouri and must include the following statement on the title block inside the box marked "for WSD use" and near the Surveyor's professional license seal:

(i) Water Systems

Each sheet of these Record Drawings and attached Survey Cut Sheets for the Work have been reviewed and approved by the Professional Land Surveyor whose seal is affixed to this Record. The horizontal control, coordinates and elevations shown on these Records are accurate and are based on the Missouri Coordinate System of 1983, West Zone and NAVD88 datum, with the date of adjustment. These Records have been revised, as required in Section 01000, 1.20 of the Standards and

Specifications for Water Main Extensions and Relocations, under my personal supervision to show the true and accurate measurements of the work as it was actually constructed.

(ii) Wastewater, Storm Water and Green Infrastructure Systems

Each sheet of these Record Drawings and attached Survey Cut Sheets for the Work have been reviewed and approved by the Professional Land Surveyor whose seal is affixed to this Record. The horizontal control coordinates and elevations shown on these Records are accurate and are based on the Missouri Coordinate System of 1983, West Zone and NAVD88 Datum. These Records have been revised under my personal supervision to show the true and accurate measurements of the work as it was actually constructed.

C. Contractor's Certification:

- (a) Each drawing shall be modified to include a certification statement and signature block as described below.
- (b) The Contractor shall provide certification that the Field-Marked Drawings reflect the conditions that were constructed.
- (c) The Contractor shall review the Field-Marked Drawings and verify all information is accurate. The Contractor shall verify that all changes to the Work have been documented. The Contractor shall sign each sheet of the Record Drawings with the following certification(s):

(i) Water Systems

I hereby certify that this Record correctly depicts the Work constructed as to size, material, horizontal location, vertical location and finished grade as shown on the approved construction drawings or their revision. The Work was done in accordance with these Records and the current version of the Standards and Specifications for Water Main Extensions and Relocations.

Contractor: _____ Date: _____
Name (print): _____ Title: _____
Signature: _____

(ii) Wastewater, Storm Water and Green Infrastructure Systems

I hereby certify that this Record correctly depicts the Work constructed as to size, material, horizontal location, vertical location, grade of installed piping systems and finished grade as shown on the approved construction drawings or their revision. The Work was done in accordance with these Records.

Contractor: _____ Date: _____
Name (print): _____ Title: _____
Signature: _____

- D. Submittals – Submit As-Built Drawings in accordance with paragraph SUBMITTALS. As-Built and Conforming to Construction Drawings must be approved by the City before the Contractor submits the Application for Final Payment.

- E. Mark each document "AS-BUILT DRAWINGS" in neat, large print letters.
- F. The cover sheet of the project shall be included. The cover sheet shall include all required As-Built certifications and shall clearly show that the drawings are AS-BUILT.

3.04 CONFORMING TO CONSTRUCTION DRAWINGS

- A. The Contractor shall prepare Conforming to Construction Drawings as required by this Section and Section 01015 – Specific Project Requirements.
- B. Conforming to Construction Drawings shall be submitted and accepted by the City before the Contractor may submit the Application for Final Payment.
- C. The Contractor shall edit the CAD drawings to reflect the changes shown on the As-Built Drawings. All line work and text shall be revised and edited to accurately reflect the information provided in the As-Built Drawings. Line work shall be drawn to scale in the coordinate system and datum specified herein.
- D. Version – CAD drawings shall be developed and submitted in the latest version of AutoCAD® .dwg format or AutoCAD® Civil 3D. See Section 01015 – Specific Project Conditions for additional information regarding CAD formats and standards.
- E. CAD Standards – Comply with United States National CAD Standards.
- F. The cover sheet of the project shall be included. The cover sheet shall include all required as-built certifications and shall clearly show that the drawings are as-built.
- G. Conforming to Construction Drawings shall have a “CONFORMED TO CONSTRUCTION” label clearly and prominently shown on each sheet, preferably in the lower right-hand corner of the drawing.
- H. Conforming to Construction Drawings shall be labeled with the following information:
 - (a) Project Name.
 - (b) WSD Project Number.
 - (c) WSD Work Order Number.
 - (d) WSD Drawing Number.
 - (e) Date of publication.
- I. Submittals – Submit Conforming to Construction Drawings in accordance with paragraph SUBMITTALS.

3.05 OTHER RECORD DOCUMENTS

- A. As defined by Section 00700 – General Conditions, Article 6 – Contractor’s Responsibilities.
- B. Coordinates Table – Provide a Microsoft Excel spreadsheet that contains the coordinates of every asset installed or adjusted as part of the Work.
- C. Survey Cut Sheets.
- D. Television Inspection data files as specified in Section 02686 – CCTV Inspection.
- E. Other information as specified in Section 01015 – Specific Project Requirements.

3.06 DELIVERABLES AND SUBMITTALS

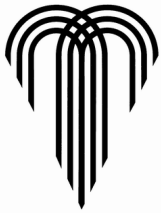
- A. Electronic Submittals:
 - (a) All electronic deliverables (drawings, coordinates table, etc...) shall be made through the approved document management system. See Section 01335 – Document Management.
- B. As-Built Drawings:
 - (a) One (1) hard copy on paper for review and approval.
 - (b) One (1) electronic copy in PDF format.

- (c) One (1) electronic copy in the latest version of AutoCAD® .dwg format.
- C. Conforming to Construction Drawings:
 - (a) One (1) signed, sealed and certified hard copy on Mylar or Vellum.
 - (b) One (1) signed, sealed and certified hard copy on paper.
 - (c) One (1) signed, sealed and certified electronic copy in PDF format.
 - (d) One (1) signed, sealed and certified electronic copy in the latest version of AutoCAD® .dwg format.
- D. Record Documents:
 - (a) Submit Record documents in accordance with Section 00700 – General Conditions, Article 14 – Payments to the Contractor and Completion.
 - (b) Submit other documents as required by paragraph 3.05 OTHER RECORD DOCUMENTS of this section.
 - (c) One (1) hard copy on paper.
 - (d) One (1) electronic copy in PDF format.
 - (e) As specified in other sections.
- E. Electronic (PDF) Documents:
 - (a) Documents shall be full scale.
 - (b) Markups shall be noted in RED.
 - (c) Minimum resolution shall be 600 dpi.

3.07 CORRECTIONS DURING THE WARRANTY PERIOD

- A. The Record Documents shall be an integral part of the work guaranteed by the Contractor's Performance and Maintenance Bond. If during the three-year maintenance period the City determines that further revisions or corrections are necessary to make the Record Documents accurate, the Contractor shall make or cause the revisions or corrections to be made at no additional cost to the City.

END OF SECTION



ALLOWANCE AUTHORIZATION

Project Number _____

Project Title _____

To: _____

Re: _____

Authorization Number: _____

From: _____

Date: _____

Contract For: _____

You are authorized to perform the following item(s) of work and to adjust the Allowance Sum accordingly:

This is NOT a CHANGE ORDER and does NOT INCREASE OR DECREASE the CONTRACT AMOUNT.

Original Allowance	\$ _____
Allowance Expenditures prior to this Authorization	\$ _____
Allowance Balance prior to this Authorization	\$ _____
Allowance will be ☐ increased ☐ decreased by this Authorization	\$ _____
New Allowance Balance	\$ _____

APPROVAL RECOMMENDED

CITY APPROVAL

Design Professional Date

City's Representative Date

CONTRACTOR ACCEPTANCE

Construction Manager Date

Contractor Date

☐ Attachments:

Distribution: ☐ City
☐ Contractor
☐ Construction Manager
☐ Design Professional
☐ Consultant
☐ Other



APPLICATION FOR PAYMENT

Project Number _____

Project Title _____

Final Payment⁵ ☐

CONTRACTOR _____

Address _____

Application Number²: _____

Date: _____

Ordinance/Resolution Number: _____

Effective: _____

PO Number _____

Vendor Number _____

Application for Work Accomplished from _____

to _____

Original Contract Price	[1]	\$	-
Net by Change Orders through _____	[2]	\$	-
Current Contract Price (1+2)	[3]	\$	-
Completed Work	[4]	\$	-
Disputed Amounts ³ [-]	[4a]	\$	-
Stored Material ⁴	[5]	\$	-
Disputed Amounts ³ [-]	[5a]	\$	-
Total Completed and Stored to Date (4+5)	[6]	\$	-
Previous Payments	[7]	\$	-
Previous Retainage	[8]	\$	-
Total Previous Applications (7+8)	[9]	\$	-
Amount This Application (6-9)	[10]	\$	-
Less Retainage This Application (5%)	[-] [11]	\$	-
Release of Retainage	[12]	\$	-
Total Due This Application (10-11+12)	[13]	\$	-
Liquidated Damages			
Completion of Work	[14]	\$	-
Prevailing Wage ⁷	[15]	\$	-
MBE/WBE Program ⁷	[16]	\$	-
Workforce Program ⁷	[17]	\$	-
Total Amount Due Contractor (13 - 14 through 17)	[18]	\$	-

Accompanying Documentation: ^{1, 2, 3, 4, 5, & 6} and any other information as necessary.

NOTE: Initial all figures on this Application and on the Schedule of Values that are changed to correct errors or conform to the amount recommended. Attach explanation of changes that have been made.

CONTRACTOR's Certification:

The undersigned CONTRACTOR certifies that (a) all previous progress payments received from OWNER on account of Work done under this Contract have been applied on account to discharge CONTRACTOR's legitimate obligations incurred in connection with Work covered by all prior Applications for Payment; (b) at time of payment, title of all Work, materials and equipment incorporated into said Work or otherwise listed in or covered by this Application for Payment will pass to OWNER free and clear of all Liens, security interests and encumbrances (except such as are covered by a Bond acceptable to OWNER indemnifying OWNER against any such Lien, security interest or encumbrance); and (c) all Work covered by this Application for Payment is in accordance with the Contract Documents and not defective; and (d) all manufactured goods or commodities used or supplied for this Project are in compliance with Kansas City's Buy America ordinance.

By _____
Contractor Authorized Representative (Print) Signature

Date _____

State of _____)
County of _____)SS

Subscribed and Sworn to before me this _____ day of _____, _____.

My commission expires:

Notary Public: _____

DESIGN PROFESSIONAL's Recommendation of Payment:

In accordance with the Contract Documents, based on on-Site observations and the data comprising this application, the DESIGN PROFESSIONAL recommends to the OWNER that to the best of the DESIGN PROFESSIONAL's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the CONTRACTOR is entitled to payment of the Amount above listed in this application.

Name of firm (Print)

DESIGN PROFESSIONAL (Print)

(Signature)

Date: _____

Construction/Program Manager's Recommendation of Payment: (if applicable)

In accordance with the Contract Documents, based on on-Site observations and the data comprising this application, the Construction/Program Manager recommends to the OWNER that to the best of the Construction/Program Manager's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the CONTRACTOR is entitled to payment of the Amount above listed in this application.

Construction/Program Manager firm (Print)

Authorized Representative (Print)

(Signature)

Date: _____

City's Representative's Agreement with Recommendation of Payment

City's Representative(print)

(Signature)

(Date)

City's Approval

The amount previously recommended is approved for payment.

Director or Designee (Print)

(Signature)

(Date)

¹See General Conditions Article 14.02 A and B

²Proof of tax compliance if 1st payment and if Contract amount exceeds \$150,000.00

³Schedule of Values--Denote any amounts currently disputed in this application. Attach additional dispute documentation if required.

⁴If requesting payment for stored materials, see General Conditions Article 14.02 A.1

⁵If final payment, current proof of tax compliance if Contract is longer than 1 year and amount exceeds \$150,000.00.

⁶ Per General Conditions Sec. 14.02 attach a copy of the most recent 00485.01 M/WBE Monthly Utilization Report, 00485.02 Project Workforce Monthly Report and 00485.03 Company-Wide Workforce Monthly Report CONTRACTOR has submitted to the City's Human Relations Department

⁷Applicable only if final payment

REMINDER: CONTRACTOR is responsible for meeting or exceeding the the D/M/WBE participation amounts in its Contractor Utilization Plan (CUP) as amended by any previously approved Request for Modification/Substitution. Any Change Orders or amendments modifying the amount CONTRACTOR is to be compensated will have correspondingly impacted the amount of compensation due D/M/WBEs for purposes of meeting or exceeding the Bidder/Proposer participation. CONTRACTOR is again reminded to consider the effect of any Change Order or amendment, and to submit a Request for Modification/Substitution if appropriate.

Distribution: Owner
Contractor
Construction Manager

Project Manager
Design Professional



Project Title _____

[illegible]



SUBCONTRACTORS AND MAJOR MATERIAL SUPPLIERS LIST

Project Number _____ Project Title _____

From Contractor _____ To _____ Date _____

Spec. No.	Section Title	4	Firm, Address (Check box if Supplier)	Phone, FAX and e-mail	Contact

☐ Attachments:

Signed by: _____ Date _____

Distribution: ☐ Owner ☐ Contractor ☐ Construction Manager ☐ Design Professional ☐ Consultant ☐ Other



DAILY LABOR FORCE REPORT

Project Number _____ Day _____ Date _____

Project Title _____

Contractor _____

Subcontractor _____

Weather: (Indicate if weather prevented work and why) _____

Shift: (circle) 5–8 hr Days 4–10 hr Days Other _____

* This report *MUST be completed and turned in* for EACH DAY until FINAL COMPLETION.

Worker's Full Legal Name	Occupational Title or Classification Group & Skill	Hours Worked & Time (i.e. 10AM – 4PM)	Race & Gender

I CERTIFY THAT ALL OF THE INFORMATION PROVIDED ABOVE IS TRUE AND COMPLETE.

Contractor/Subcontractor Representative:

Complete Name: (print) _____ Title: (print) _____

Signature: _____

Page ____ of ____

Distribution: ☐ City Department ☐ Contractor ☐ Subcontractor ☐ Other



CERTIFICATE OF ACHIEVEMENT OF FULL OPERATION

Project/Contract Number _____

Project Title _____

CONTRACT FOR: _____

CONTRACTOR: _____

DATE OF ISSUANCE: _____

PROJECT OR DESIGNATED PORTION SHALL INCLUDE:

The Work performed under this Smart Sewer Program Contract has been reviewed and found, to the Design Professional's, Project Manager's, and Construction Manager's best knowledge, information, and belief, to have achieved a state of full operation. Achievement of full operation is the state where completion of construction and installation of equipment or infrastructure such that the equipment or infrastructure has been placed into full operation and is expected to both function and perform as designed. The date of Achievement of full operation of this Project is hereby established as _____. This is also the date the work can be utilized for the purposes for which it is intended and is ready for the City's continuous use. The correction period required by the Contract Documents shall commence on this date, except as stated below.

A list of items to be completed or corrected before final payment is attached hereto. The failure to include any items on such list does not alter the responsibility of the Contractor to complete all Work in accordance with the Contract Documents.

CONTRACTOR BY _____ DATE _____

DESIGN PROFESSIONAL BY _____ DATE _____

The Contractor will complete or correct the Work on the list of items attached hereto within _____ days from the above date of Achievement of Full Operation.

SMART SEWER PROJECT MANAGER BY _____ DATE _____

SMART SEWER CONSTRUCTION MANAGER BY _____ DATE _____

SMART SEWER DIVISION HEAD BY _____ DATE _____

SMART SEWER OFFICER BY _____ DATE _____

Distribution:

- ☐ Smart Sewer Officer
- ☐ Smart Sewer Division Head
- ☐ Contractor
- ☐ Construction Manager
- ☐ Design Professional
- ☐ Consultant
- ☐ Other _____



CERTIFICATE OF SUBSTANTIAL COMPLETION

Project Number _____

Project Title _____

CONTRACT FOR: _____

CONTRACTOR: _____

DATE OF ISSUANCE: _____

PROJECT OR DESIGNATED PORTION SHALL INCLUDE:

The Work performed under this Contract has been reviewed and found, to the Design Professional's and/or Construction Manager's best knowledge, information and belief, to be substantially complete. Substantial Completion is the state in the progress of the Work when the Work or designated portion thereof is sufficiently complete in accordance with the Contract Documents so the Owner can occupy or utilize the Work for its intended use. The date of Substantial Completion of Project or portion thereof designated above is hereby established as _____ which is also the date of commencement of applicable warranties required by the Contract Documents, except as stated below:

A list of items to be completed or corrected is attached hereto. The failure to include any items on such list does not alter the responsibility of the Contractor to complete all Work in accordance with the Contract Documents.

CONSTRUCTION MANAGER BY _____ DATE _____

DESIGN PROFESSIONAL BY _____ DATE _____

The Contractor will complete or correct the Work on the list of items attached hereto within _____ days from the above date of Substantial Completion.

CONSTRUCTION MANAGER BY _____ DATE _____

DESIGN PROFESSIONAL BY _____ DATE _____

The Owner accepts the Work or designated portion thereof as substantially complete and will assume full possession thereof at _____ (time) on _____ (date).

OWNER'S REPRESENTATIVE BY _____ DATE _____

Distribution: ☐ Owner
☐ Contractor
☐ Construction Manager
☐ Design Professional
☐ Consultant _____
☐ Other _____



PUNCH LIST

Project Number _____

Project Title _____

CONTRACTOR _____

From _____ Site Visit Date _____

The following items require the attention of the CONTRACTOR for completion or correction. This list may not be all-inclusive, and the failure to include any items on this list does not alter the responsibility of the CONTRACTOR to complete all Work in accordance with the Contract Documents.

Item No.	Location (Area)	Description	Correction/ Completion Date	Verification Check
-------------	--------------------	-------------	-----------------------------------	-----------------------

☐ Attachments

Signed by: _____ Date: _____

DESIGN PROFESSIONAL (Firm/In House)

Distribution: ☐ OWNER
☐ CONTRACTOR
☐ DESIGN PROFESSIONAL
☐ Consultant _____
☐ Other _____

Civil Rights and Equal Opportunity Department

Civil Rights and Wage Assurances

Non-discrimination in Employment. Contractor shall not discriminate against any employee or candidate for employment on the basis of an individual's race, hair texture or hair style associated with an individual's race, color, sex, religion, national origin, or ancestry, disability, sexual orientation, gender identity, age, or in any other manner prohibited by Chapter 38 of the City Code. Contractor shall not engage in any discrimination as prohibited by Chapter 3 of the City Code.

Ban the Box in Hiring and Promotion.

(a) Pursuant to Section 38-104, City Code Ordinances, Contractor shall not base a hiring or promotional decision on an applicant's criminal history or sentence related thereto, unless the employer can demonstrate that the employment-related decision was based on all information available including consideration of the frequency, recentness and severity of a criminal record and that the record was reasonably related to the duties and responsibilities of the position.

(b) Notwithstanding subsection (a), Contractor may inquire about an applicant's criminal history after it has been determined that the individual is otherwise qualified for the position, and only after the applicant has been interviewed for the position. Any such inquiry may be made of all applicants who are within the final selection pool of candidates from which a job will be filled.

(c) This provision shall not apply to positions where employers are required to exclude applicants with certain criminal convictions from employment due to local, state or federal law or regulation.

Title VI of the Civil Rights Act of 1964. Title VI of the Civil Rights Act of 1964 requires that no person in the United States shall, on the grounds of race, color, or national or origin (including limited English proficient individuals), be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance. The City of Kansas City, Missouri requires compliance with the requirements of Title VI in all of its programs and activities regardless of the funding source. Contractor shall not discriminate on the grounds of race, color, or national or origin (including limited English proficient individuals).

Quality Services Assurance Act. If this Contract exceeds \$160,000.00, Contractor certifies Contractor will pay all employees who will work on this Contract in the city limits of Kansas City, Missouri at least \$15.00 per hour in compliance with the City's Quality Services Assurance Act,

Civil Rights and Equal Opportunity Department Civil Rights and Wage Assurances

Section 3-66, Code of Ordinances or City has granted Contractor an exemption pursuant to the Quality Services Assurance Act.

Anti-Discrimination Against Israel. If this Contract exceeds \$100,000.00 and Contractor employs at least ten employees, pursuant to Section 34.600, RSMo., by executing this Contract, Contractor certifies it is not currently engaged in and shall not, for the duration of this contract, engage in a boycott of goods or services from the State of Israel; companies doing business in or with Israel or authorized by, licensed by, or organized under the laws of the State of Israel; or persons or entities doing business in the State of Israel.

Affirmative Action. If this Contract exceeds \$300,000.00 and Contractor employs fifty (50) or more people, Contractor shall comply with City's Affirmative Action requirements in accordance with the provisions of Chapter 3 of City's Code, the rules and regulations relating to those sections, and any additions or amendments thereto; in executing any Contract subject to said provisions, Contractor warrants that it has an affirmative action program in place and will maintain the affirmative action program in place for the duration of the Contract. Contractor shall not discriminate against any employee or applicant for employment because of race, color, sex, religion, national origin or ancestry, disability, sexual orientation, gender identity or age in a manner prohibited by Chapter 3 of City's Code. Contractor shall:

- (a) Execute and submit the City of Kansas City, Missouri CREO Affirmative Action Program Affidavit warranting that the Contractor has an affirmative action program in place and will maintain the affirmative action program in place for the duration of the Contract.
- (b) Submit, in print or electronic format, a copy of Contractor's current certificate of compliance to the City's Civil Rights and Equal Opportunity Department (CREO) prior to receiving the first payment under the Contract, unless a copy has already been submitted to CREO at any point within the previous two (2) calendar years. If, and only if, Contractor does not possess a current certification of compliance, Contractor shall submit, in print or electronic format, a copy of its affirmative action program to CREO prior to receiving the first payment under the Contract, unless a copy has already been submitted to CREO at any point within the previous two (2) calendar years.
- (c) Require any Subcontractor awarded a subcontract exceeding \$300,000.00 to affirm that Subcontractor has an affirmative action program in place and will maintain the affirmative action program in place for the duration of the subcontract.
- (d) Obtain from any Subcontractor awarded a subcontract exceeding \$300,000.00 a copy of the Subcontractor's current certificate of compliance and tender a copy of the same, in print or

Civil Rights and Equal Opportunity Department

Civil Rights and Wage Assurances

electronic format, to CREO within thirty (30) days from the date the subcontract is executed. If, and only if, Subcontractor does not possess a current certificate of compliance, Contractor shall obtain a copy of the Subcontractor's affirmative action program and tender a copy of the same, in print or electronic format, to CREO within thirty (30) days from the date the subcontract is executed.

City has the right to take action as directed by City's Civil Rights and Equal Opportunity Department to enforce this provision. If Contractor fails, refuses or neglects to comply with the provisions of Chapter 3 of City's Code, then such failure shall be deemed a total breach of this Contract and this Contract may be terminated, cancelled or suspended, in whole or in part, and Contractor may be declared ineligible for any further contracts funded by City for a period of one (1) year. This is a material term of this Contract.

Compliance with Laws. Contractor shall comply with all federal, state and local laws, ordinances and regulations applicable to the work and this Agreement. Contractor shall maintain in effect all the licenses, permissions, authorizations, consents and permits that it needs to carry out its obligations under this Agreement.

Prevailing Wage. If the Agreement exceeds \$75,000.00 and any of the Services performed by Contractor includes construction, reconstruction, improvement, enlargement, alteration, painting and decorating, or major repair, that is subject to the Missouri Prevailing Wage Law (Section 290.210, RSMo – 290.340, RSMo), Contractor shall immediately notify the City prior to performing Services so the parties can execute an agreement that incorporates, the appropriate Wage Order. Contractor shall comply with all requirements of Section 290.210, RSMo – 290.340, RSMo even if Contractor fails to notify the City.



SUBCONTRACTOR AFFIDAVIT FOR FINAL PAYMENT

Project Number _____

Project Title _____

STATE OF MISSOURI)

) ss:

COUNTY OF _____)

After being duly sworn the person whose name and signature appears below hereby states under penalty of perjury that:

1. I am the duly authorized officer of the business indicated below (hereinafter Subcontractor) and I make this affidavit on behalf of Subcontractor in accordance with the requirements set forth in Section 290.290, RSMo.

Subcontractor has completed all of the Work required under the terms and conditions of a subcontract as follows:

Subcontract with: _____, Contractor

Work Performed: _____

Total Dollar Amount of Subcontract and all Change Orders: \$ _____

City Certified MBE WBE DBE NA
List certifications:

2. Subcontractor fully complied with the provisions and requirements of the Missouri Prevailing Wage Law set forth in Sections 290.210, RSMo through 290.340, RSMo.

Business Entity Type:

- ☐ Missouri Corporation
☐ Foreign Corporation
☐ Fictitious Name Corporation
☐ Sole Proprietor
☐ Limited Liability Company
☐ Partnership
☐ Joint Venture
☐ Other (Specify) _____

Subcontractor's Legal Name and Address

Phone No. _____
Fax: _____
E:mail: _____
Federal ID No. _____

I hereby certify that I have the authority to execute this affidavit on behalf of Subcontractor.

By: _____
(Signature)

(Print Name)

(Title)

(Date)

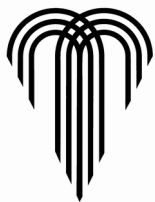
NOTARY

Subscribed and sworn to before me this _____ day of _____, 20____.

My Commission Expires: _____ By _____

Print Name

Title



SUBCONTRACTOR AFFIDAVIT FOR FINAL PAYMENT

Project Number _____

Project Title _____

STATE OF MISSOURI)

) ss:

COUNTY OF _____)

After being duly sworn the person whose name and signature appears below hereby states under penalty of perjury that:

1. I am the duly authorized officer of the business indicated below (hereinafter Subcontractor) and I make this affidavit on behalf of Subcontractor in accordance with the requirements set forth in Section 290.290, RSMo.

Subcontractor has completed all of the Work required under the terms and conditions of a subcontract as follows:

Subcontract with: _____, Contractor

Work Performed: _____

Total Dollar Amount of Subcontract and all Change Orders: \$ _____

City Certified ☐ MBE ☐ WBE ☐ DBE ☐ NA

List certifications: _____

2. Subcontractor fully complied with the provisions and requirements of the Missouri Prevailing Wage Law set forth in Sections 290.210, RSMo through 290.340, RSMo.

Business Entity Type:

- ☐ Missouri Corporation
☐ Foreign Corporation
☐ Fictitious Name Corporation
☐ Sole Proprietor
☐ Limited Liability Company
☐ Partnership
☐ Joint Venture
☐ Other (Specify) _____

Subcontractor's Legal Name and Address

Phone No. _____

Fax: _____

E:mail: _____

Federal ID No. _____

I hereby certify that I have the authority to execute this affidavit on behalf of Subcontractor.

By: _____
(Signature)

(Print Name)

(Title)

(Date)

NOTARY

Subscribed and sworn to before me this _____ day of _____, 20____.

My Commission Expires: _____ By _____

Print Name

Title

SECTION 01300 – SUBMITTALS

PART 1 - GENERAL

1.01 SUMMARY

- A. This section provides for the submittals required by the City prior to the start of work and, as required, for the duration of the Work.
- B. All submittals shall be clearly identified by reference to a specification section and/or detail drawing. Submittals shall be clear and legible and shall include sufficient presentation of the data.
- C. No portion of the work requiring a shop drawing, product data or sample shall be started nor shall any materials be fabricated or installed prior to the completion of the submittal process described herein. Fabrication performed, materials purchased or on-site construction accomplished prior to completing the submittal process as defined herein shall be at the Contractor's sole risk. The City shall not be liable for any expense or delay to complete the submittal process.

1.02 RELATED SECTIONS

- A. Section 00700 – General Requirements:
 - 1. Article 2, paragraph 2.07.B.1 – Preliminary Project Schedule.
 - 2. Article 2, paragraph 2.07.B.2 – Preliminary Schedule of Shop Drawings.
 - 3. Article 2, paragraph 2.07.B.3 – Preliminary Schedule of Values.
 - 4. Article 6, paragraph 6.04 – Progress Schedule.
 - 5. Article 6, paragraph 6.05 – Recovery Schedule.
 - 6. Article 6, paragraph 6.06 – Substitute and “Or-Equal” Items.
 - 7. Article 6, paragraph 6.15 – Safety Representative.
 - 8. Article 6, paragraph 6.18 – Shop Drawings and Samples.
- B. Section 01015 – Specific Project Requirements.
- C. Section 01335 – Document Management.

1.03 GENERAL INFORMATION

- A. Definitions:
 - 1. Shop Drawings, product data and Samples are technical Submittals prepared by the Contractor, Subcontractor, manufacturer or Supplier and submitted by Contractor to the City/Design Professional for review and comment as a basis of the use of Equipment and Materials proposed for incorporation in the Work or needed to describe installation, operation, maintenance or technical properties, as specified in each Division of the Specifications:
 - (a) Shop Drawings include custom-prepared data of all types including drawings, diagrams, performance curves, material schedules, templates, instructions and similar information.
 - (b) Product data includes standard printed information on materials, products and systems; not custom-prepared for this Project, other than the designation of selections from available choices.
 - (c) Samples include both fabricated and physical examples of materials, products and Work; both as complete units and as smaller portions of units of Work; either for limited visual inspection or (where indicated) for more detailed testing and analysis. Mock-ups are a special form of Samples which are too large to be handled in the specified manner for transmittal of Sample Submittals.

2. Informational Submittals are those technical reports, administrative Submittals, certificates and guarantees not defined as Shop Drawings, product data or Samples:
 - (a) Technical reports include laboratory reports, tests, technical procedures, technical records and Contractor's design analysis.
 - (b) Administrative Submittals are those nontechnical Submittals required by the Contract Documents or deemed necessary for administrative records. These Submittals include maintenance agreements, bonds, project photographs, physical work records, statements of applicability, copies of industry standards, project record data, schedules, security/protection/safety data and similar type Submittals.
 - (c) Certificates and guarantees are those Submittals on Equipment and Materials where a written certificate or guarantee from the manufacturer or Supplier is required in the Contract Documents.
- B. Quality Requirements:
1. The Contractor shall submit Shop Drawings and Samples in accordance with Section 00700, paragraph 6.18.C Submittal Procedures.
 2. Submittals such as Shop Drawings and product data shall be of suitable quality for legibility and reproduction purposes. Every line, character and letter shall be clearly legible. Drawings shall be useable for further reproduction to yield legible hard copies.
 3. Documents submitted to the City/Design Professional that do not meet "NO EXCEPTIONS NOTED" to the specified requirements shall be subject to rejection by the City/Design Professional and upon request by the City/Design Professional, the Contractor shall resubmit documents. Submittals shall be corrected, retraced, redrawn or replaced, as may be necessary, to meet the "NO EXCEPTIONS NOTED" requirements. Contractor's failure to initially satisfy Submittal requirements will not relieve the Contractor from meeting the required schedule for Submittals.
 4. All submittals by subcontractors shall be sent directly to the Contractor for checking. The Contractor shall be responsible for their submission at the proper time to prevent delays.
 5. The Contractor shall check all subcontractors' submittals regarding measurements, sizes, materials and details to determine and verify that they meet the requirements of the Contract Documents. Submittals found to be inaccurate or otherwise in error shall be returned to the subcontractors for correction before submission thereof.
 6. Certificates of Compliance – Where indicated in these specifications, each submittal shall include a certificate of compliance prepared by the manufacturer or Supplier of the submitted data, certifying that the item covered complies with Contract Documents. The certificate of compliance shall be a separate document and shall include identification of all deviations, if any, from the Contract Documents.
- C. Submittal Completeness:
1. The Contractor shall accept full responsibility for the completeness of each submission. When an item consists of components from several sources, the Contractor's initial submittal on the item shall include all components.
 2. Submittals shall be complete with respect to dimensions, design criteria, materials of construction and other information specified to enable the City/Design Professional to review the information effectively.
 3. Where standard drawings are furnished which cover several variations of the general class of Equipment, each drawing shall be annotated to indicate exactly which parts of the drawing apply to the Equipment being furnished. Use hatch marks to indicate variations that do not apply to the Submittal. The use of "highlighting markers" will not be an acceptable means of annotating Submittals. Annotation shall also include proper identification of the Submittal permanently attached to the drawing.

4. Reproductions or copies of Contract Drawings or portions thereof will not be accepted as complete fabrication or erection drawings. The Contractor may use a reproduction of Contract Drawings for erection drawings to indicate information on erection or to identify detail drawing references. Whenever the Drawings are revised to show this additional Contractor information, the Design Professional's title block shall be replaced with Contractor's title block and the Design Professional's professional seal shall be removed from the drawing. The Contractor shall revise these erection drawings, as needed, for subsequent Design Professional revisions to the Contract Drawings.
- D. Form of Submittals:
1. Submittals and other Project documents shall be transmitted in electronic format and non-electronic format as specified.
 2. Electronic Format:
 - (a) Transmit Submittals and Project documents utilizing:
 - (i) Adobe ".pdf" files created directly from native electronic format or City-approved equal file type and format.
 - (ii) Electronic submittal ".pdf" files are not to be combined files or collections of files/drawings. Each drawing document must stand alone.
 - (iii) Each file will be right reading and oriented the same for all consecutive resubmissions.
 - (iv) For any given Submittal, the filename and format shall be consistent for initial submission and subsequent revisions of the same. Use consistent naming convention throughout. Reference to revision or dates shall not be included in a filename.
 - (v) Submittals not meeting the above criteria are subject to rejection.
 - (b) Provide Project Record Documents, equipment instruction books and operating and maintenance manuals and any other documents, as required, in a file type and format approved by City.
 3. Non-electronic Format:
 - (a) Selected Submittals may be provided in paper (hard copy), as well, only with advance approval of the City and using procedures specified herein.
 - (b) Equipment instruction books and operating manuals shall be provided in hardcopies in addition to the specified electronic format.
 - (c) See also Section 01015 – Specific Project Requirements for a list of Submittals that are to be submitted in hard copy format.
- E. Transmittal of Submittals:
1. All submittals, regardless of origin, shall be stamped with the approval of the Contractor and identified with the name and number of this Contract, Contractor's name, references to applicable specification paragraphs and Contract Drawings and version of the submittal. Each submittal shall indicate the intended use of the item in the Work. When catalog pages are submitted, applicable items shall be clearly identified and inapplicable data crossed out. The current revision, issue number and date shall be indicated on all drawings and other descriptive data. The Contractor's stamp of approval is a representation to the City and Design Professional that the Contractor accepts full responsibility for determining and verifying all quantities, dimensions, field construction criteria, materials, catalog numbers and similar data, and the Contractor has reviewed and coordinated each submittal with the requirements of the Work and the Contract Documents.

2. Electronic Submittals – The Contractor shall utilize the City’s document management system as specified in Section 01335- Document Management for managing, tracking and storing documents associated with the Project. If an internet-based document management system is to be used, additional requirements are provided in Section 01335- Document Management and Section 01015 – Specific Project Requirements. The Contractor shall comply with the file protocols and procedures for the document management system.
 3. Non-electronic Submittals – Paper (hard copy) submittals shall be delivered in accordance with Section 01015 – Specific Project Requirements and as specified herein.
- F. Submittals Required for the Preconstruction Conference:
1. Following are the minimum required submittals to be provided by the Contractor at the pre-construction conference:
 - (a) General Requirements:
 - (i) Preliminary Project Schedule.
 - (ii) Preliminary Schedule of Shop Drawings.
 - (iii) Preliminary Schedule of Values.
 - (iv) Listing of Subcontractors.
 - (v) Project Sign Request.
 - (vi) Project letters to be used during the Work.
 - (vii) Safety Representative.
 - (b) Project Specific Requirements can be found in Section 01015 – Specific Project Requirements.
 - (c) Document Management can be found in Section 01335 – Document Management.

1.04 SHOP DRAWINGS AND SAMPLES

A. Shop Drawings:

1. Shop Drawings and engineering data covering all equipment and fabricated and building materials which will become a permanent part of the Work under this Contract shall be submitted to the City/Design Professional for review as specified herein. The data shall include drawings, descriptive information, sufficient detail to show the kind, size, arrangement and operation of component materials and devices; the external connections, anchorages and supports required; performance characteristics; and dimensions needed for installation and correlation with other materials and equipment.
2. All deviations from the Contract Documents shall be identified on each submittal and shall be tabulated in the Contractor’s letter of transmittal. Such submittals shall, as pertinent to the deviation, indicate essential details of all changes proposed by the Contractor (including modifications to other facilities that may be a result of the deviation) and all required piping and wiring diagrams.

B. Product Data:

1. Product data as specified in individual Sections, include, but are not necessarily limited to, standard prepared data for manufactured products (sometimes referred to as catalog data), such as the manufacturer's product specification and installation instructions, availability of colors and patterns, manufacturer's printed statements of compliances and applicability, roughing-in diagrams and templates, catalog cuts, product photographs, standard wiring diagrams, printed performance curves and operational-range diagrams, production or quality control inspection and test reports and certifications, mill reports, product operating and maintenance instructions and recommended spare-parts listing and printed product warranties, as applicable to the Work.

2. If applicable, submittals for equipment shall include a listing of all installations where identical or similar equipment has been installed and been in operations for a period of at least one year.
 3. Certificates are statements printed on the manufacturer's or supplier's letterhead and signed by responsible officials of manufacturer of product, system or material. Certifications shall provide a clear statement that the product, system or material meets the specified requirements of Contract Documents. All certificates shall be dated after the Effective Date of the contract and shall clearly indicate the project name and project number.
- C. Samples:
1. Samples specified in individual Sections, include, but are not necessarily limited to, physical examples of the work such as sections of manufactured or fabricated work, small cuts or containers of materials, complete units of repetitively-used products, color/texture/pattern swatches and range sets, specimens for coordination of visual effect, graphic symbols and units of work to be used by the City/Design Professional for independent inspection and testing, as applicable to the Work.
- D. Instruction Books and Operating and Manuals:
1. Contractor shall submit all Operation and Maintenance Data and Manuals as required by the Operation and Maintenance Data Specification in electronic and non-electronic form.
 2. The Requirements of this specification also applies to the submittal and review of the Operation and Maintenance Data and Manuals.
 3. In addition to electronic Submittals specified, non-electronic (hard copy) Equipment instruction books and operating manuals prepared by the manufacturer shall include the following:
 - (a) Index and tabs.
 - (b) Instructions for installation, start-up, operation, inspection, maintenance, parts lists and recommended spare parts and data sheets showing model numbers.
 - (c) Applicable drawings.
 - (d) Warranties and guarantees.
 - (e) Address of nearest manufacturer-authorized service facility.
 - (f) All additional data specified.
 4. Information listed above shall be bound into hard-back binders of three-ring type. Sheet size shall be 8-1/2 x 11. Binder color shall be black. Capacity shall be a minimum of 1-1/2 inches, but sufficient to contain and use sheets with ease. Provide the following accessories:
 - (a) Label holder.
 - (b) Business card holder.
 - (c) Sheet lifters.
 - (d) Horizontal pockets.
 5. The following information shall be imprinted, inserted or affixed by label on the binder front cover:
 - (a) City's Name and Department name.
 - (b) City's facility or plant name.
 - (c) Equipment item name.
 - (d) Volume number (if applicable).
 - (e) Contract number.
 - (f) Manufacturer's name and address.
 6. The following information shall be imprinted, inserted or affixed by label on the binder spine:
 - (a) Equipment item name.

- (b) City's Name and Department.
- (c) City's facility or plant name.
- (d) Manufacturer's name.
- (e) Contract number.
- (f) Volume number (if applicable).
- 7. Submit mockup of cover and spine for the City/Design Professional's review.
- E. Survey Data:
 - 1. All field books, notes, videotapes and other data developed by Contractor in performing surveys required as part of the Work shall be available to City/Design Professional for examination throughout the construction period.
 - 2. All such data shall be submitted to the City/Design Professional with the other documentation required for final acceptance of the Work.

1.05 CITY/DESIGN PROFESSIONAL'S REVIEW OF DRAWINGS AND DATA

- A. The City/Design Professional's review of drawings and data submitted by Contractor will cover only general compliance with the Construction Contract Documents. The City/Design Professional's review does not indicate a thorough review of all dimensions, quantities and details of the material, equipment, device or item shown. The City/Design Professional's review shall not relieve Contractor of Contractor's responsibility for errors, omissions or deviations in the drawings and data, nor of sole responsibility for compliance with the Construction Contract Documents.
- B. The City/Design Professional's submittal review period shall be 21 consecutive calendar days in length and shall commence on the first calendar day immediately following the date of arrival of the submittal or resubmittal in the City/Design Professional's office. The time required to mail the submittal or resubmittal back to Contractor shall not be considered a part of the submittal review period. Submittals shall be returned to the Contractor under one of the following assignments:
 - 1. "NO EXCEPTIONS NOTED" is assigned when there are no notations or comments on the submittal. When returned, the Contractor may release the equipment and/or material for manufacture.
 - 2. "EXCEPTIONS NOTED" is assigned when a confirmation of the notations and comments is not required by the Contractor. The Contractor may release the equipment or material for manufacture; however, all notations and comments must be incorporated into the final product.
 - 3. "RETURNED FOR CORRECTION" is assigned when the submittal does not meet the intent of the Construction Contract Documents. The Contractor must resubmit the document revised to bring the submittal into compliance with Contract Documents. "RETURNED FOR CORRECTION" is also assigned when notations and comments are extensive enough to require a resubmittal of the package.
 - 4. "NOT ACCEPTABLE" is assigned when the submittal does not meet the intent of the Construction Contract Documents. The Contractor must resubmit the entire package revised to bring the submittal into compliance with Contract Documents. It may be necessary to resubmit using a different manufacturer/vendor to meet the Construction Contract Documents. "NOT ACCEPTABLE" is also assigned when the notations and comments are extensive enough to require a resubmittal of the package.
- C. If the Contractor considers any correction indicated on the shop drawings to constitute a change to the Contract Documents, the Contractor shall give written notice thereof to the City/Design Professional at least seven working days prior to release for manufacture.

D. Resubmittal of Drawings and Data:

1. The Contractor shall accept full responsibility for the completeness of each resubmittal. The Contractor shall verify that all corrected data and additional information previously requested by the City/Design Professional are provided on the resubmittal. When corrected copies are resubmitted, the Contractor shall in writing direct specific attention to all revisions and shall list separately any revisions made other than those called for by the City/Design Professional on previous submissions.
2. Requirements specified for initial submittals shall also apply to resubmittals. Resubmittals shall bear the number of the first submittal followed by a letter (A, B, etc.) to indicate the sequence of the resubmittal.
3. Resubmittals shall be made within thirty (30) days of the date of the letter returning the submittal to be modified or corrected; unless, within 14 days, the Contractor submits an acceptable request for an extension of the stipulated period, listing the reasons the resubmittal cannot be completed within the specified time.
4. Any need for more than one resubmission or any other delay in obtaining the City/Design Professional's review of submittals, will not entitle the Contractor to an extension of the Contract Times, unless: the delay of the Work is directly caused by a change in the Work authorized by a Change Order or by failure of the City/Design Professional to review the submittals within the submittal review period specified herein.

PART 2 - PRODUCTS

Not used.

PART 3 - EXECUTION

Not used

END OF SECTION

SECTION 01320 – CONSTRUCTION PROGRESS DOCUMENTATION

PART 1 - GENERAL

1.01 SUMMARY

- A. This Section includes administrative and procedural requirements for documenting the construction process beginning with the Notice of Intent to Contract and continuing through completion of the Work performed and Construction Contract close out.
- B. The Contractor shall furnish all labor, materials, equipment and incidentals as necessary to comply with these requirements including but not limited to the following and as required herein:
 - 1. Preliminary Project Schedule.
 - 2. Project Baseline Schedule.
 - 3. Progress Schedule.
 - 4. Recovery Schedules.
 - 5. Submittals Schedule.
 - 6. Daily Labor Force reports.
 - 7. Material location reports.
 - 8. Field condition reports.
 - 9. Special reports.
 - 10. Photographic Documentation.

1.02 SPECIFICATION MODIFICATIONS

- A. It is understood this specification may be modified by appropriate items in Section 01015 – Specific Project Requirements.

1.03 RELATED SECTIONS

- A. Drawings and general provisions of the Contract; including General and Supplementary Conditions, all applicable Division 01 Sections, and all applicable Division Sections; apply to this Section.
- B. Section 00700 – General Requirements:
 - 1. Article 2, paragraph 2.07.B.1 – Preliminary Project Schedule.
 - 2. Article 2, paragraph 2.07.B.2 – Preliminary Schedule of Shop Drawings.
 - 3. Article 2, paragraph 2.08.A – Acceptable Schedule.
 - 4. Article 2, paragraph 2.08.B – Project Baseline Schedule.
 - 5. Article 6, paragraph 6.04 – Progress Schedule.
 - 6. Article 6, paragraph 6.05 – Recovery Schedule.
- C. Section 01000 – General Project Requirements.
- D. Section 01015 – Specific Project Requirements.
- E. Section 01322 – Photographic Documentation.

1.04 CODES AND STANDARDS

- A. The publications listed below form a part of this specification to the extent referenced. The publications are referred to within the text by the basic designation only.
- B. American Association of Cost Engineers (AACE):
 - 1. Comply with recommended practices.

1.05 SUBMITTALS

- A. Scheduler Qualifications – For firms and persons preparing schedules, submit qualifications as required by Table 1 to demonstrate their capabilities and experience. Include lists of completed projects with the following information:
 - 1. Project name.
 - 2. Project location.
 - 3. Name and address of engineer, architect or contractor for which schedules were prepared.
 - 4. Name and address of client.
 - 5. Other information and pertinent.
- B. Preliminary Schedule of Shop Drawings – Arrange the following information in a tabular format:
 - 1. Scheduled date for each first submittal.
 - 2. Specification Section number and title.
 - 3. Submittal category (action or informational).
 - 4. Name of subcontractor.
 - 5. Description of the Work covered.
 - 6. Scheduled date for City's final approval.
- C. Standard Schedule Format – Layout for all schedules and reports shall follow the standard format in the following order, activity ID, activity name, original duration, remaining duration, percent complete, start, finish, late start, late finish, total float, baseline variance, predecessor, successor, and resource ID.
- D. Preliminary Project Schedule – Submit in native electronic format and *PDF format. PDF sheet size shall sufficiently large enough to legibly show entire schedule for entire construction period.
- E. Baseline Project Schedule – Submit in native electronic format and *PDF format. PDF sheet size shall sufficiently large enough to legibly show entire schedule for entire construction period.
- F. Progress Schedules – Submit in native electronic format and *PDF format. PDF sheet size shall sufficiently large enough to legibly show entire schedule for entire construction period.
- G. CPM Reports – Submit concurrent with Preliminary, Baseline, and Progress Schedules.
- H. Activity Report – Submit concurrent with each Progress Schedule a list of all activities sorted by activity number and early start date, or actual start date, if known.
- I. Logic Report – Submit concurrent with each Progress Schedule a list of preceding and succeeding activities for all activities, sorted in ascending order by activity number and then early start date, or actual start date if known.
- J. Total Float Report – Submit concurrent with each Progress Schedule a list of all activities sorted in ascending order of total float.
- K. Daily Labor Force Reports – Submit concurrent with each Progress Schedule.
- L. Material Location Reports – Submit concurrent with each Progress Schedule.
- M. Field Conditions Reports – Submit concurrent with each Progress Schedule.
- N. Special Reports – Submit special reports within one day of an occurrence.
- O. Daily Construction Reports – Submit at weekly intervals.

1.06 DEFINITIONS

- A. Activity:
 - 1. A discrete part of a project that can be identified for planning, scheduling, monitoring, and controlling the construction project. Activities included in a construction schedule consume time and resources.
 - 2. Critical activities are activities on the critical path. They must start and finish on the planned start and finish times.
 - 3. Predecessor activity is an activity that must start or complete before a given activity can be started. No negative lag is allowed.
 - 4. Successor activity is an activity that can not start until the predecessor activity allows it. No negative lag is allowed.
- B. CPM (Critical Path Method) – A schedule network analysis technique used to determine the amount of scheduling flexibility (the amount of float) on various logical network paths in the project schedule network, and to determine the minimum total project duration. Start and finish dates are calculated by means of a forward pass, using a specified start date. Late start and finish dates are calculated by means of a backward pass, starting from a specified completion date, which sometimes is the project early finish date determined during the forward pass.
- C. Critical Path – Generally, but not always, the sequence of schedule activities determining the duration of the project. Generally, it is the longest path through the project. However, a critical path can end, as an example, on a schedule milestone that is in the middle of the schedule model and that has a finish-on-or-before imposed date schedule constraint.
- D. Event – The starting or ending point of an activity.
- E. Float – The measure of leeway in starting and completing an activity. Float time is not for the exclusive use or benefit of either City or Contractor, but is a jointly owned, expiring Project resource available to both parties as needed to meet schedule milestones and Contract completion date. Free float is the amount of time an activity can be delayed without adversely affecting the early start of the following activity. Total float is the measure of leeway in starting or completing an activity without adversely affecting the planned Project completion date.
- F. Fragnet – A partial or fragmentary network that breaks down activities into smaller activities for greater detail.
- G. Gantt Chart – A graphic display of schedule-related information. In the typical Gantt chart, schedule activities or work breakdown structure components are listed down the left side of the chart, dates are shown across the top and activity durations are shown as date-placed horizontal bars. Also known as a Bar chart.
- H. Lag – An offset or delay from an activity to its successor. It is based on the calendar of the successor activity.
- I. Major Area – A significant construction element.
- J. Major Procurement – As discussed in Section 00700, paragraph 2.07.B.1, Major Procurement shall further defined as any materials that fall within the critical path and/or have a lead time of 30 days or greater.
- K. Milestone – A key or critical point in time for reference or measurement.
- L. Network Diagram – A graphic diagram of a network schedule, showing activities and activity relationships.
- M. Schedule Level – A project team specified rule for the relative granularity of schedule activities in an overall schedule model. Following are the descriptions and levels of detail for each schedule level:

1. Level 1 - Project Summary Schedule – This is a summary level schedule that highlights major project activities, milestones and key deliverables.
 2. Level 2 - Project Phase Summary Schedule – This is a more extensive summary level schedule that includes all information from the Level 1 schedule and breaks down the project into major components by area or phase.
 3. Level 3 - Detail Schedule – This level will show detail plans to accomplish. Procurement, Construction, Testing and Start-up. Such schedules will have logical relationships integrated between the activities and organized in such a manner to create a Critical Path and facilitate critical path analysis. It will include all milestones and major elements and will be used to support monthly progress reporting.
 4. Level 4 - Detailed Schedule by Work Package – This level will include detailed information by each work package and display all activities to be accomplished by the workforce with durations of 7 or more calendar days.
 5. Level 5 - Detailed Schedule by Task – This level of detail will support the short-term planning for the field, normally for those activities of less than 1-week duration. It is used for workforce supervisors to plan and coordinate work at the detail level.
- N. WBS (Work Breakdown Structure) – A deliverable-oriented hierarchical decomposition of the work to be executed by the project team to accomplish the project objectives and create the required deliverables. It organizes and defines the total scope of the project. Each descending level represents an increasingly detailed definition of the project work. The WBS is decomposed into work packages. The deliverable orientation of the hierarchy includes both internal and external deliverables. See also Schedule Levels.
- O. Work Package – A deliverable or project work component at the lowest level of each branch of the WBS. The work package includes the schedule activities and schedule milestones required to complete the work package deliverable or project work component.
- P. Schedule of Monthly Payments – Estimated monthly progress payments based on Baseline Schedule and Schedule of Values for each Month for the duration of the project.

1.07 COORDINATION

- A. Coordinate preparation and processing of schedules and reports with performance of construction activities including the scheduling and reporting of separate Contractors performing construction activities related to project.
- B. Coordinate Progress Schedules with the Schedule of Values, to estimate a Schedule of Monthly Payments, list of subcontractors, Preliminary Schedule of Shop Drawings and Samples, progress reports, Application for Payment, and other required schedules and reports.
- C. Secure time commitments for performing critical elements of the Work from parties involved. Time commitments should be captured within the schedule.

1.08 SCHEDULE LEVEL

- A. The Schedule Level (see paragraph 1.06M4-L) to be used for this project shall be as specified in Section 01015 – Specific Project Requirements.

- B. If a Recovery Schedule is deemed necessary by the City in accordance with Section 00700 – General Conditions, it shall be developed as a Schedule Level 5 regardless of the requirements listed in Section 01015 – Specific Project Requirements.

1.09 SCHEDULING SOFTWARE

- A. Prepare schedules using the latest version of Primavera version P6 or higher or Microsoft Project. See Section 01015 – Specific Project for additional or specific software requirements.

1.10 PRELIMINARY SCHEDULE OF SHOP DRAWINGS AND SAMPLES

- A. Preparation – Provide a schedule of submittals arranged in chronological order by date required by the construction schedule. Include time required for review, resubmittal, ordering, manufacturing, fabrication, and delivery as set forth in the Contract Documents, when establishing dates.
- B. Coordinate Submittals Schedule with list of subcontracts, the Schedule of Values, the estimated Schedule of Monthly Payments, and Progress Schedules.
- C. Include Shop Drawing and Sample Submittals required during the first 60 days of construction. List those required to maintain orderly progress of the Work and those required early because of long lead time for manufacture or fabrication.
- D. At Contractor's option, show submittals on the Preliminary Progress Schedule, instead of tabulating them separately.

1.11 SCHEDULE REQUIREMENTS

- A. Requirements According to Schedule Level – Contractor shall provide the following information based in the Schedule Level defined in Section 01015 – Specific Project Requirements. An “X” indicates that the requirement is applicable to the Schedule Level.

Table 1. Schedule Requirements

Item	Requirement	Schedule Level				
		1	2	3	4	5
Procedures	Comply with procedures contained the American Association of Cost Engineers (AACE) recommended practices.	X	X	X	X	X
Time Frame	Extend project schedule from date established for the Notice to Proceed to the date of Final Completion.	X	X	X	X	X
Contract Times	Contract Times shall not be changed unless specifically authorized by Change Order.	X	X	X	X	X
Activities	Treat separate major areas as a separate numbered activity for each principal element of the Work. (WBS)	X	X	X	X	X
Activity Duration	Define activities so none is longer than 20 days, unless specifically allowed by City	X	X	X	X	X
Milestones	Include milestones indicated in the Contract Documents in schedule, including, but not limited to, the Notice to Proceed, Substantial Completion, and Final Completion.	X	X	X	X	X

Table 1. Schedule Requirements

Item	Requirement	Schedule Level				
		1	2	3	4	5
Computer Software	Prepare schedules using the latest version of Primavera version P6 or higher or Microsoft Project. Refer to Section 01015 for project specific requirements.		X	X	X	X
Scheduler's Qualifications	Submit scheduler's qualifications for review and approval			X	X	X
Submittal Review Time	Include review and re-submittal times for review of Shop Drawings and Samples. Each item listed in the Preliminary Schedule of Shop Drawings and Samples shall be included in the schedule.			X	X	X
Procurement Activities	Include separate activities for the procurement process of long-lead and major items that require a cycle of more than 30 days or fall within the critical path. Procurement cycle activities include, but are not limited to, submittals, approvals, purchasing, fabrication, and delivery.			X	X	X
Startup and Testing Time	Include not less than two days for startup and testing.			X	X	X
Constraints	Include constraints and work restrictions indicated in the Contract Documents and as follows in schedule, and show how the sequence of the Work is affected.		X	X	X	X
Phasing	Arrange list of activities on schedule by phase.		X	X	X	X
Work by City	Include a separate activity for each area of the Work performed by City.		X	X	X	X
Products Ordered in Advance	Include a separate activity for each product. Delivery dates indicated stipulate the earliest possible delivery date.		X	X	X	X
City-Furnished Products	Include a separate activity for each product. Delivery dates indicated stipulate the earliest possible delivery date.		X	X	X	X
Work Restrictions	Show the effect of the following items on the schedule: • Coordination with existing construction. • Limitations of continued occupancies. • Uninterruptible services. • Partial utilization before Substantial Completion. • Use of premises restrictions. • Provisions for future construction. • Seasonal variations. • Environmental control.			X	X	X
Work Stages	Indicate important stages of construction for each major portion of the Work, including, but not limited to, the following: • Subcontract awards. • Submittals. • Purchases. • Fabrication. • Sample testing. • Deliveries. • Installation. • Tests and inspections.			X	X	X

Table 1. Schedule Requirements

Item	Requirement	Schedule Level				
		1	2	3	4	5
	- Adjusting. - Curing. - Startup and placement into final use.					
Area Separations	Identify each major area of construction for each major portion of the Work. Indicate where each construction activity within a major area must be sequenced or integrated with other construction activities: - Contractor Mobilization* - Procurement – Divided by Long Lead and Short Lead - Completion of civil work - Completion of structural work - Completion of mechanical installation - Completion of electrical installation - Partial Utilization - Substantial Completion* - Achievement of Full Operations* - Punch List and Final Corrections* - Final Completion* *Required element, all others to be used as applicable based on project scope.			X	X	X
Contract Modifications	For each proposed contract modification and concurrent with its submission, prepare a time-impact analysis using fragments to demonstrate the effect of the proposed change on the overall project schedule.		X	X	X	X
Work under More than One Contract or Subcontract.	Include a separate activity for each contract or subcontract.			X	X	X
Detailed by Work Package	Include detailed information by each work package and display all activities to be accomplished by the workforce with durations of 7 or more calendar days				X	X
Detail by Task	Include detail by task to support the short-term planning for the field, normally for those activities of less than 1-week duration.					X

B. Cost Correlation:

- Requirement to provide a Cost Correlation shall be as indicated in Section 01015 – Specific Project Requirements.
- At the head of schedule, provide a cost correlation line, indicating planned and actual costs. On the line, show dollar volume of the Work performed as of dates used for preparation of payment requests.

1.12 PRELIMINARY AND BASELINE PROJECT SCHEDULES

- Indicate each significant construction activity separately. Identify each Monday of each week with a continuous vertical line. Outline significant construction activities for the first 60 days of construction. Include skeleton diagram for the remainder of the Work.
- Preliminary Network Diagram – Outline significant construction activities for the project. To be submitted with the Preliminary Progress Schedule.

1.13 PROGRESS SCHEDULES

- A. General – Prepare Progress Schedules using a CPM network analysis diagram.
- B. CPM Schedule Preparation – Prepare a list of all activities required to complete the Work. Using the preliminary network diagram, prepare a skeleton network to identify probable critical paths:
 - 1. Activities – Indicate the estimated time duration, sequence requirements, and relationship of each activity in relation to other activities. Include estimated time frames for the following activities:
 - (a) Preparation and processing of submittals.
 - (b) Purchase of materials.
 - (c) Delivery of materials and equipment.
 - (d) Fabrication.
 - (e) Installation.
 - 2. Processing – Process data to produce output data or a computer-drawn, time scaled network. Revise data, reorganize activity sequences, and reproduce as often as necessary to produce the CPM schedule within the limitations of the Contract Time.
 - 3. Format – Mark the critical path. Locate the critical path near center of network; locate paths with most float near the edges:
 - (a) Sub-networks on separate sheets are permissible for activities clearly off the critical path. Develop network diagram in sufficient time to submit CPM schedule so it can be accepted for use no later than 30 days after date established for the Notice to Proceed.
 - (b) Establish procedures for monitoring and updating CPM schedule and for reporting progress monthly. Coordinate procedures with progress meeting and payment request dates.
 - (c) Use "one calendar day" as the unit of time.
 - 4. Initial Issue of Schedule – Prepare initial network diagram from a list of straight "early start-total float" sort. Identify critical activities. Prepare tabulated reports showing the following:
 - (a) Contractor or subcontractor and the Work or activity.
 - (b) Description of activity.
 - (c) Principle events of activity.
 - (d) Immediate preceding and succeeding activities.
 - (e) Early and late start dates.
 - (f) Early and late finish dates.
 - (g) Activity duration in days.
 - (h) Total float or slack time.
 - (i) Average size of workforce.
 - 5. Schedule Updating – Concurrent with making revisions to schedule, prepare tabulated reports showing the following:
 - (a) Identification of activities that have changed added or deleted.
 - (b) Changes in logic ties.
 - (c) Changes in early and late start dates.
 - (d) Changes in early and late finish dates.
 - (e) Changes in activity durations in days.
 - (f) Changes in the critical path.
 - (g) Changes in total float or slack time.
 - (h) Changes in the Contract Time.

6. Value Summaries – Prepare two cumulative value lists, sorted by finish dates:
 - (a) In first list, tabulate activity number, early finish date, dollar value, and cumulative dollar value.
 - (b) In second list, tabulate activity number, late finish date, dollar value, and cumulative dollar value.
 - (c) In subsequent issues of both lists, substitute actual finish dates for activities completed as of last date.
 - (d) Prepare list for ease of comparison with payment requests; coordinate timing with progress meetings.
 - (e) In both value summary lists, tabulate "actual percent complete" and "cumulative value completed" with total at bottom.
 - (f) Submit value summary printouts one week before each regularly scheduled progress meeting.
- C. Reports:
 1. Daily Labor Force Reports – Prepare a daily labor force report recording the following information concerning events at Project site:
 - (a) List of subcontractors at Project site.
 - (b) List of separate contractors at Project site.
 - (c) List of all the Contractor's and subcontractor's personnel showing hours worked in labor class at Project site.
 2. Material Location Reports – At monthly intervals, prepare a comprehensive list of materials delivered to and stored at Project site. List shall be cumulative, showing materials previously reported plus items recently delivered. Include with list a statement of progress on and delivery dates for materials or items of equipment fabricated or stored away from Project site.
 3. Field Condition Reports – Immediately on discovery of a difference between field conditions and the Contract Documents, prepare a detailed report. Submit electronically and directly to City with a request for information. Include a detailed description of the differing conditions, together with recommendations for changing the Contract Documents.
- D. Special Reports:
 1. General – Submit special reports within one day of an occurrence.
 2. Reporting Unusual Events – When an event of an unusual and significant nature occurs at Project site, whether or not related directly to the Work, prepare and submit a special report. List chain of events; persons participating; response by Contractor's personnel; evaluation of results or effects; and similar pertinent information. Advise City in advance when these events are known or predictable.

PART 2 - PRODUCTS

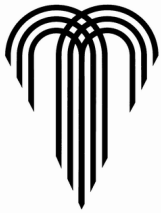
Not used.

PART 3 - EXECUTION

3.01 PROGRESS SCHEDULES

- A. Updates – At monthly intervals, update schedule to reflect actual construction progress and activities. Progress Schedule should be provided for review and approval prior to monthly pay request. Progress Schedules will be reviewed and discussed at regularly scheduled progress meetings. Contractor shall bring printed copies of CPM Schedule:
1. Revise schedule immediately after an activity revision has been recognized or made at the direction by the City. Issue updated schedule concurrently with the report of each such progress meeting.
 2. Include a report with updated schedule that indicates every change, including, but not limited to, changes in logic, durations, actual starts and finishes, and activity durations.
 3. As the Work progresses, indicate actual completion percentage for each activity.
 4. Post copies in Project meeting rooms and temporary field offices.

END OF SECTION



DAILY FIELD OBSERVATION REPORT

Project Number _____

Project Title _____

Contractor _____

Report Number _____ Date _____ Time _____

Weather

☐ Clear ☐ Snow
☐ Overcast ☐ Foggy
☐ Rain ☐ Cold

☐ Warm
☐ Hot
☐ Temperature Range _____

Site Conditions

☐ Clear ☐ Dusty
☐ Muddy ☐ _____
☐ Temperature Range _____

Day

☐ Monday ☐ Thursday
☐ Tuesday ☐ Friday
☐ Wednesday ☐ _____

Persons Contacted: _____

Work Observed: _____

Items Discussed: _____

Materials Delivered: _____

Requested Revisions or Interpretations: _____

Nonconforming Work Reported This Date To Contractor: _____

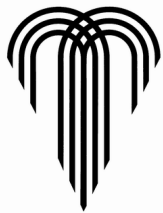
Remarks: _____

☐ Attachments _____

Signed by: _____

Date: _____

Distribution: ☐ Owner
☐ Contractor
☐ Construction Manager
☐ Design Professional
☐ Consultant _____
☐ Other _____



PERIODIC FIELD OBSERVATION REPORT

Project Number _____

Project Title _____

Contractor _____

Report Number _____ Date _____ Time _____

Weather

☐ Clear ☐ Snow
☐ Overcast ☐ Foggy
☐ Rain ☐ Cold

☐ Warm
☐ Hot
☐ Temperature Range _____

Site Conditions

☐ Clear ☐ Dusty
☐ Muddy ☐ _____

Day

☐ Monday ☐ Thursday
☐ Tuesday ☐ Friday
☐ Wednesday ☐ _____

Persons Contacted:

Work Observed:

Items Discussed:

Remarks:

☐ Attachments

Signed by:

Date:

Distribution:

- ☐ Owner
☐ Contractor
☐ Construction Manager
☐ Design Professional
☐ Consultant _____
☐ Other _____



WEEKLY REPORT OF WORKING DAYS

Project Number _____

Project Title _____

Contractor _____

Report Number _____ Week Ending: _____

DATE:	WORKING DAY	REMARKS			
TOTAL THIS WEEK		PREVIOUSLY	TOTAL TO DATE	WORKING DAYS IN CONTRACT	REMAINING OR OVERTIME

Signed by OWNER'S REPRESENTATIVE _____

Date: _____

Signed by CONTRACTOR _____

Date: _____

Distribution: ☐ OWNER ☐ CONTRACTOR ☐ Construction Manager ☐ Design Professional ☐ Consultant ☐ Other

SECTION 01322 – PHOTOGRAPHIC AND VIDEO DOCUMENTATION

PART 1 - GENERAL

1.01 SUMMARY

- A. This Section outlines the requirements for photographic and video documentation. The Contractor is solely responsible for the development of an overall plan to fully document Site conditions and the progress of the Work.
- B. The Contractor shall hire a professional photographer to provide the services and deliverables described herein.
- C. This section does not include work associated with internal closed-circuit television (CCTV) inspections of sewer gravity pipes. See Section 02686 – CCTV Inspection of Sewer Mains.

1.02 SPECIFICATION MODIFICATIONS

- A. It is understood that throughout this section these Specifications may be modified by appropriate items in Section 01015 – Specific Project Requirements or as otherwise indicated in the contract documents.

1.03 RELATED SECTIONS

- A. Section 00700 – General Conditions.
- B. Section 01015 – Specific Project Requirements.
- C. Section 01300 – Submittals.
- D. Section 01320 – Construction Progress Documentation.
- E. Section 01335 – Document Management.
- F. Section 02686 – CCTV Inspection of Sewer Mains.

1.04 DEFINITIONS

- A. Pre-Construction Video: A video taken to document Site conditions prior to the start of construction.
- B. Pre-Construction Photographs: Photographs taken to document Site conditions prior to the start of construction. All Pre-Construction Photographs shall be digital, indexed on an interactive map and shown on a View Location Map.
- C. Construction Progress Photographs: Digital photographs taken to document the progress of construction.
- D. Construction Activity Photographs: Digital photographs taken to document specific construction activities.
- E. Post-Construction Photographs: Digital photographs taken after final restoration to document the finished condition of the Site.
- F. Affidavit of Authenticity: The photographer's signed and notarized affidavit, attesting to the production of the original photographs, videos and their authenticity.

1.05 SUBMITTALS

- A. Submit as specified in Section 01300 – Submittals.
- B. Other required Submittals:
 - 1. Photographer's Qualifications: Submit for review and approval the qualification information demonstrating the photographer meets the requirements of paragraph 1.06 of this Section.
 - 2. Phasing Plan: If applicable, submit for review and approval a phasing plan for Pre-Construction Photographs and Videos.

3. Pre-Construction Photographs: Submit for review and approval digital pre-construction photographs with an interactive index map, Photograph Navigation System (see paragraph 2.05 of this Section) and affidavit of authenticity.
4. Pre-Construction Video: Submit for review and approval a pre-construction video with a Video Navigation System (see paragraph 2.05 of this Section) and affidavit of authenticity (see paragraph 1.04 of this Section).
5. Construction Progress Photographs: On a monthly basis, submit digital construction photographs, interactive index map and affidavit of authenticity.
6. Construction Activity Photographs: On a monthly basis, submit digital activity photographs (if different than progress photographs), interactive index map and affidavit of authenticity.
7. Post-Construction Photographs/Video: Submit for review and approval digital post-construction photographs or video, interactive index map and affidavit of authenticity.

1.06 QUALITY ASSURANCE

- A. The Contractor is responsible for the quality assurance and quality control of the Work.
- B. General Quality: Photographs and video shall be clear and of sufficient quality to show relevant detail. They shall not be blurred, taken in shadow or too far away to provide conclusive information. The City may require that the photographs or video be retaken should the quality be insufficient. Costs for such re-takes are the Contractor's sole responsibility and shall be done at no extra cost to the City.
- C. Qualifications of Photographer: The Contractor shall engage the services of a professional photographer with a minimum of 3 years of experience in construction photography to document the conditions of the project site. Upon request, samples of the photographer's prior work and/or references shall be submitted.
- D. Affidavit of Authenticity: The Contractor shall provide the photographer's signed and notarized affidavit, attesting to the production of the original photographs, videos and their authenticity. An affidavit of authenticity shall be provided with each submittal/deliverable.

1.07 MINIMUM REQUIREMENTS

- A. The section specifies several different sets of photographic and video documentation requirements. The extent of documentation will depend upon the size and type of the project. The following table summarizes the basic documentation requirements.

Table 1. Summary of Requirements

Set of Documentation	Mandatory	As Required by Section 01015
Pre-Construction Video		✓
Haul Route Video		✓
Pre-Construction Photographs	✓	
Interactive Index Map		✓
Construction Progress/Activity Photographs		✓
Post-Construction Photographs/Video		✓

1.08 OWNERSHIP

- A. The photographs and videos shall become the sole property of the City.

1.09 SCHEDULES

- A. Schedule of Values: Photographic/Video documentation shall be listed as one line item in the Schedule of Values.
- B. Construction Progress Documentation: Each set of photographs or videos shall be listed in the Preliminary Project Schedule as a discrete activity. See Section 01320 – Construction Progress Documentation.

1.10 PHASING

- A. Based on the nature and scope of the Work, the Contractor may phase the Pre-Construction Photographs and Video. If phasing is to be implemented, the following shall apply:
 - 1. The Contractor shall submit a Phasing Plan that identifies each area of the Work.
 - 2. For each phase, Pre-Construction Photographs and Videos shall be taken within 21 days of the start of construction activities unless otherwise approved in writing by the City/Design Professional.
- B. Under no circumstances shall construction begin in any area until the Pre-Construction Photographs and/or Video have been submitted and approved by the City/Design Professional.

PART 2 - PRODUCTS

2.01 PHOTOGRAPH QUALITY

- A. Photographic images shall be captured in digital format, with a minimum of 10-megapixel resolution and taken without JPG compression.
- B. Each photograph shall include a date/time stamp in the image, showing when the image was taken.

2.02 VIDEO QUALITY

- A. All video recordings shall be captured in full 1080-dpi Hi-Definition digital format, without compression or file-reduction whether applied in-camera or after capture during editing.
- B. The original video segments shall be retained in the format captured in camera (such as MP4 or MTS for Canon HD Video) without compression or modification that would reduce resolution or quality. The video shall include a date/time stamp in the image, showing when the image was taken. Video shall include verbal description and narrative of what is being captured.

2.03 METADATA

- A. Digital files for photographs and videos shall, at a minimum, contain the following metadata:
 - 1. Project Name.
 - 2. Date and Time Taken.
 - 3. All other metadata inherently provided by the camera/video equipment.

2.04 MEDIA LOG

- A. The Contractor shall maintain a media log (photographs and videos) for the project. The log shall include, but is not limited to, the following information for each photograph and/or video:
 - 1. Project Name.
 - 2. Project Number.
 - 3. Contract Number.
 - 4. Name of City and Department.

5. Name of Contractor.
6. Name of Design Professional.
7. Photograph file name (the specific format should be tied to the project name).
Photograph file name shall be unique to each digital file and shall be embedded in the digital image in a manner that is permanent and clearly legible when the file is opened.
8. Include a date designator in file names.
9. Date the photograph was taken.
10. The name of the photographer who took the photograph.

2.05 PHOTOGRAPH AND VIDEO NAVIGATION SYSTEM

- A. If specified in Section 01015 – Specific Project Requirements, the Contractor shall provide an electronic photographic and video navigation system (navigation system) for searching and viewing recorded imagery.
- B. Interactive Index Map: The navigation system shall indicate the general location of each area photographed or video recorded using icons and other suitable mark-ups on the actual construction drawings in PDF-format.
- C. The navigation system shall utilize standard PDF-reader software (such as Adobe Reader, Acrobat, or Bluebeam Vu) or other software that shall be included with the deliverables. Icons shall be individually hyperlinked to the respective photograph, video, affidavit of authenticity and media log file for immediate playback in Windows Media Player, VLC or other players.
- D. The navigation system shall include the following:
 1. Project Name.
 2. Project Number.
 3. Contract Number.
 4. Name of City.
 5. Name of Contractor.
 6. Name of Design Professional.
 7. Ranges of dates for which the photographs or videos were taken.
 8. The name of the photographer.
 9. Affidavit of Authenticity.
 10. Media Log.
 11. Photographs.
 12. Videos.
- E. A navigation system shall be provided for each set of photographs and videos taken.

PART 3 - EXECUTION

3.01 PRIOR TO PHOTOGRAPHIC AND VIDEO DOCUMENTATION

- A. Construction Limits: Prior to the Pre-Construction Photographs and Video, the Contractor shall flag or mark the construction limits and excavation areas for identification, and project centerlines shall be physically marked with survey stakes and/or high visibility paint (including station numbers).
- B. Mark Utilities: Prior to the Pre-Construction Photographs or Video, the Contractor shall notify utilities and have them marked so that utility locations are documented.
- C. Coordinate with City: For any work that requires a representative of the City to be present, the Contractor shall provide the City a minimum of 2 days' notice.

3.02 PRE-CONSTRUCTION VIDEO

- A. If specified in Section 01015 – Specific Project Requirements, the Contractor shall provide a pre-construction video.
- B. Scope: Prior to the start of construction, the Contractor shall prepare a color video recording with audio of all the areas to be affected by construction. All pre-construction video recordings shall have sufficient detail to reveal the condition (including defects and damage) of all existing features, such as pavement, driveways, culverts, inlets, sidewalks, landscaping, vegetation, creek banks, trees, structures, foundations and other such items along the construction route and in the immediate adjacent areas, which might be affected by the construction operations. In addition, the videographer shall move beyond the construction zone as needed to ensure documentation of features and areas that may not be adequately recorded from the centerline rotations. Videos shall be taken on both sides of the street when construction is in or along a roadway (use this approach along drainage channels and in other similar situations).
- C. Schedule: Taken after utilities have been marked and prior to the placement of materials or equipment on the Site. Videos shall be submitted to the City for review and approval. Under no circumstances shall construction begin until the pre-construction video has been submitted and approved.
- D. The pre-construction video recording shall be done in the presence of a representative of the City.
- E. The Contractor shall document all pre-existing site conditions/elements of the Site, the same as listed for the Pre-construction Photographs.
- F. The video documentation shall provide a clear and continuous view of the project showing all visible utilities and features within the limits of construction.
- G. To preclude the possibility of tampering or editing in any manner, all video recordings shall, by electronic means, generate and display continuously and simultaneously on the screen or in the video file metadata properties digital information to include the date and time of recording. The time information shall consist of hours, minutes and seconds, separated by colons (i.e., 10:35:18).
- H. The audio/video recording shall consist of one video and one audio track which shall be recorded simultaneously. All tracks shall consist of the original live recordings and thus shall not be copies of other audio or video recordings.
- I. The audio track shall contain the narrative commentary. Ample descriptive narrative shall be recorded simultaneously during all recordings. Narration shall include clearly audible comments that will deliver station number and/or street address, locations, direction of view and rotation.
- J. Typical video segments should not exceed 10 minutes in length.
- K. Rotations of 360-degrees shall be at the beginning and end of each video segment and at each 100 foot increment throughout the video.
- L. The rate of speed in the general direction of travel of the conveyance used during recording shall be controlled to provide a usable image. On average, the rate of forward travel during videotaping shall not be less than fifteen minutes for every 1000 linear feet of pipeline route or street centerline; slower rates shall be utilized in residential/commercial areas.
- M. Panning rate, zoom-in rate and zoom-out rate shall be controlled sufficiently such that playback will provide clarity of the object viewed.
- N. All recording shall be done during times of good visibility. No recording shall be done during periods of precipitation unless authorized by the City.

3.03 HAUL ROUTE VIDEO

- A. If specified in Section 01015 – Specific Project Requirements, the Contractor shall provide pre-construction video documentation of all haul routes associated with the Project.
- B. Haul route videos shall be made at the time of the Pre-Construction Photographs.
- C. Haul Route Videos shall meet the requirements of the paragraph PRE-CONSTRUCTION VIDEO as well as the following:
 - 1. Haul routes shall be recorded during daylight hours and during good weather conditions.
 - 2. Video equipment may be mounted on a vehicle. The speed of the vehicle while recording shall not be more than 5 miles per hour (mph). If traffic or safety concerns prohibit driving 5 mph then the video shall be taken while walking the route.
 - 3. No audio/narrative commentary is required for the haul route video.

3.04 PRE-CONSTRUCTION PHOTOGRAPHS

- A. The Contractor shall provide pre-construction photographs as specified in this Section and as specified in Section 01015 – Specific Project Requirements.
- B. Scope: The purpose for pre-construction photo documentation is to record existing conditions, damage and features on or adjacent to the project site. The principal reason for obtaining photographs is so that items such as cracked curbs, broken pavement, sidewalks, plugged culverts, driveway conditions, lawn conditions and other existing conditions located in the Project Site may be clearly shown and documented. This will to some degree mitigate the possibility of post-construction restoration issues with property owners in the Project area.
- C. Schedule: Take photographs after utilities have been marked, prior to placement of materials or equipment on the Site and prior to the start of construction activities in an area. Photographs shall be submitted to the City for review and approval. Under no circumstances shall construction begin until the pre-construction photographs have been submitted and approved.
- D. Pre-construction photographs shall be taken at sufficient intervals to be able to carefully document the pre-construction conditions of the Site and in no case more than 50-foot intervals along the street, right-of-way, drainage easement and water/wastewater line route before commencement of the Work.
- E. In addition, select photographs shall be taken as needed along the construction limits, and of adjacent properties, to ensure documentation of features and areas that may not be adequately recorded in the centerline rotations. Photographs shall be taken along both sides of the street when construction is in or along a roadway.
- F. Overlapping composition techniques shall be employed to ensure maximum photographic coverage.
- G. Pre-construction photographs shall be taken after the utility locations have been marked.
- H. Pre-construction photographs shall be taken with a representative of the City present unless otherwise authorized by the City.
- I. All Pre-Construction Photographs shall have sufficient detail to reveal the condition (including defects and damage) of all existing features, such as pavement, driveways, culverts, inlets, sidewalks, landscaping, vegetation, creek banks, trees, structures, foundations and other such items along the construction route, and adjacent areas which might be affected by the construction operations. An identifier such as house or business address/signs, property numbers, mail boxes, landscaping, etc... shall be included when practical in each view for ease of identification.
- J. At a minimum, pre-construction photographs must be taken of the following views:
 - 1. The entire street right of way and limits of construction; whichever is greater.
 - 2. The entire easement width and length (both permanent and temporary).

3. All curb lines (both sides of street) – all pre-existing curb damage not called for replacement within the Work and shall include major cracks.
4. All driveways, steps, and curbs and curb ramps (both sides of street).
5. Fence and gate conditions.
6. Trees, ornamental shrubs, plantings/planter boxes and evidence of irrigation features.
7. Other privately or publicly owned features or facilities that might be disturbed by the construction.
8. Views of structures, both inside and adjacent to the project site and easements in areas where the Contractor will be working within five (5) feet of said structure.
9. Prominent utility features, such as: guy wires, poles, signs, valves, fire hydrants, meters, pull boxes, etc.
10. Streams and stream banks within the limits of construction.
11. At the discretion of the Contractor, photograph offsite roadways that will be subjected to heavy usage such as for haul routes or delivery of heavy components or equipment. Refer to Paragraph HAUL ROAD VIDEO for additional requirements.
12. Other significant or prominent features to protect the City and the Contractor following construction (e.g. close-up photographs of pre-existing broken curbs, cracked/failed pavement, damaged adjacent retaining walls, etc.).
13. Views of structures, both inside and adjacent to the ROW/easement in areas where the Contractor will be working within five (5) feet of said structure.
14. Other views as requested by the City.

3.05 CONSTRUCTION PROGRESS PHOTOGRAPHS

- A. If specified in Section 01015 – Specific Project Requirements, the Contractor shall provide Construction Progress Photographs.
- B. Scope: The Contractor shall provide construction progress photographs to depict the progress of the work. The Contractor shall be responsible for photographs of the Site to show the existing and general progress of the Work. The City will advise as to which views are of interest.
- C. Schedule: Photographs shall be taken at the time of the Pre-construction Photographs, a minimum of once per month throughout the duration of the Project, and at the time of the Post Construction Photographs. Construction Progress Photographs are to be submitted each month with the Contractor's Application for Payment. Applications for Payment was not be considered acceptable until the photographs are provided.
- D. This set of photographs will be taken as close as possible to the same locations and views of the pre-construction photography.

3.06 CONSTRUCTION ACTIVITY PHOTOGRAPHS

- A. If specified in Section 01015 – Specific Project Requirements, the Contractor shall provide Construction Activity Photographs.
- B. Scope: The Contractor shall provide photographs taken to document Site conditions and specific construction activities throughout the duration of the Project.
- C. Schedule: Photographs shall be taken two times per month (every two weeks) for the duration of the Project.
- D. Construction Activity Photographs are to be submitted each month with the Contractor's Application for Payment.
- E. Photographs shall be taken to depict the work accomplished during the month. These photographs are to include, but are not limited to, the following:
 1. Work not yet covered up.
 2. When mechanical, electrical, plumbing or building inspections are scheduled.

3. The beginning of installation of major items of equipment.
4. After installation of major items of equipment.
5. Other significant construction activities.
6. As directed by the City.

3.07 POST-CONSTRUCTION PHOTOGRAPHS

- A. If specified in Section 01015 – Specific Project Requirements, the Contractor shall provide Post-Construction Photographs.
- B. Scope: The Contractor shall provide Post-Construction Photographs of the project area that documents the final restoration and construction improvements. Post-Construction photographs shall show the general condition of the construction zone (recording finished landscape and other restoration, plus construction improvements), and other areas that may have been affected by construction activities.
- C. Schedule
 1. Photographs shall be taken after completion of the Substantial Completion punch list when the project is complete, the Site is restored to the satisfaction of the City, and before submission of the Application for Final Payment.
 2. Post-construction photographs shall be taken after all items have been address from the Substantial Completion inspection, after cleanup and site restoration, and before application for final payment.
- D. Post-Construction Photographs are to be submitted with the Contractor's Application for Final Payment.
- E. The Contractor shall coordinate the schedule of the post-construction photographs with the City's Project Manager and shall provide at least 5 days written notice to allow the City's Representative to be present when the photographs are taken.

3.08 POST-CONSTRUCTION VIDEO

- A. If specified in Section 01015 – Specific Project Requirements, the Contractor shall provide a Post-Construction Video.
- B. Scope: The Contractor shall prepare a color video recording with audio of all the areas affected by construction. All Post-Construction video recordings shall have sufficient detail to reveal the final, restored condition of all existing features, such as pavement, driveways, culverts, inlets, sidewalks, landscaping, vegetation, creek banks, trees, structures, foundations, and other such items along the construction route, and in the immediate adjacent areas, which might have been affected by the construction operations. In addition, videographer shall move beyond the construction zone as needed to insure documentation of features and areas that may not be adequately recorded from the centerline rotations. Videos shall be taken on both sides of the street when construction is in or along a roadway (use this approach along drainage channels and in other similar situations).
- C. Schedule: The post-construction video shall be taken in conjunction with the post-construction photographs.
- D. Post-construction videos are to be submitted with the Contractor's Application for Final Payment.
- E. Unless otherwise authorized by the City, the post-construction video recording shall be done with a representative of the City present.
- F. The Contractor shall document all post-construction site conditions/elements of the Site as listed for the post-construction Photographs.
- G. The video documentation shall provide a clear and continuous view of the project alignment showing all visible utilities and features within the limits of construction.

- H. To preclude the possibility of tampering or editing in any manner, all video recordings shall, by electronic means, generate and display continuously and simultaneously on the screen digital information to include the date and time of recording. The time information shall consist of hours, minutes and seconds, separated by colons (i.e., 10:35:18).
- I. The audio video recording shall consist of one video and one audio track which shall be recorded simultaneously. All tracks shall consist of original live recordings and thus shall not be copies of other audio and video recordings.
- J. The audio track shall contain the narrative commentary. Ample descriptive narrative shall be recorded simultaneously during all recordings. Narration shall include clearly audible comments that will deliver station number and/or street address locations, direction of view and rotation.
- K. Typical video segments should not exceed 10 minutes in length.

3.09 DELIVERABLES

- A. Refer to Section 01015 – Specific Project Requirements for additional deliverables required for the Project.
- B. Delivery of the documentation record shall be made as soon as is practical after the images are recorded. Deliverables include original photographs in JPG format, photographs converted to pdf format, interactive map index and navigation system.
- C. Electronic Storage Devices: Submit the navigation system on a non-returnable USB compatible flash drive. Submittals shall conform to the following:
 - 1. Submit with the monthly invoice two sets of digital photographs and/or videos. Each set shall be contained on a separate electronic storage device.
 - 2. Each set shall be cumulative of all photographs and/or videos taken to date.
 - 3. Affidavit(s) of Authenticity shall be included in a digital format.
- D. Document Management System: Unless otherwise noted in Section 01015 – Specific Project Requirements, all deliverables shall be provided in an electronic format using the specified document management system and in accordance with paragraph 1.05 of this Section.

END OF SECTION



TRANSMITTAL LETTER

Project Number _____

Project Title _____

TO: _____ Date _____

ATTN: _____ Re: _____

We are sending you ☐ Attached ☐ Under separate cover via _____ the following items:
☐ Shop Drawings ☐ Prints ☐ Drawings ☐ Samples ☐ Specifications
☐ Copy of Letter ☐ Change Order ☐ _____

Copies	Date	No.	Description

These are transmitted as checked below:

☐ For Approval ☐ Approved as Submitted ☐ Resubmit _____ Copies for Approval
☐ For Your Use ☐ Approved as Noted ☐ Submit _____ Copies for Distribution
☐ As Requested ☐ Returned for Corrections ☐ Return _____ Corrected Prints
☐ For Review and Comment ☐ _____

Remarks: _____

By: _____

Distribution: ☐ Owner
☐ Contractor
☐ Construction Manager
☐ Design Professional
☐ Consultant
☐ Other

SECTION 01335 –DOCUMENT MANAGEMENT

PART 1 - GENERAL

1.01 SUMMARY

- A. An internet-based coordination and document management system (DMS) will be used for the Project. This system will be used to manage project documentation among the City, Contractor and Design Professional. The Contractor shall utilize the document management system for all project related correspondence and documentation.
- B. The DMS will be utilized to create, track and organize all project documentation, including, but not limited to, the following:
 - 1. Schedules.
 - 2. Applications for Payment.
 - 3. Meeting minutes with action items.
 - 4. Project correspondence.
 - 5. Shop Drawing and Sample(s) Submittals.
 - 6. Transmittals.
 - 7. Change Management:
 - (a) Requests for Interpretation.
 - (b) Requests for Proposal.
 - (c) Work Change Directives.
 - (d) Change Orders.
 - 8. Reporting:
 - (a) Certified Payroll Report.
 - (b) Subcontractors and Major Material Suppliers List.
 - (c) Daily Labor Force Reports.
 - (d) Daily Inspection Reports.
 - (e) Photographs and Video.
 - (f) Certificate of Achievement of Full Operation.
 - (g) Contractor Affidavit for Final Payment.
 - (h) Subcontractor Affidavit for Final Payment.
 - (i) Punch Lists.
 - 9. Notifications:
 - (a) Correction of Defective Work.
 - (b) Notification of Non-Compliance.

1.02 RELATED SECTIONS

- A. Section 00700 – General Conditions.
- B. Section 01015 – Specific Project Requirements.
- C. Section 01300 – Submittals.

1.03 COORDINATION MEETING

- A. Prior to the pre-construction conference, the City will facilitate a meeting with the Contractor to review requirements for project coordination, document control and use of the DMS. The meeting should be scheduled to allow the Contractor time to submit the initial project correspondence and preliminary schedules in accordance with Section 00700-General Conditions.

- B. At this meeting, the City will present the procedures to be used for document management for the Project.

PART 2 - PRODUCTS

Not used.

PART 3 - EXECUTION

Not used.

END OF SECTION

SECTION 01500 – TEMPORARY FACILITIES

PART 1 - GENERAL

1.01 SUMMARY

- A. This specification covers the requirements for temporary construction facilities required on all projects.

1.02 SPECIFICATION MODIFICATIONS

- A. It is understood that throughout this section these Specifications may be modified by appropriate items in Section 01015 – Specific Project Requirements or as otherwise indicated on the Contract Drawings.

1.03 RELATED SECTIONS

- A. Section 01000 – General Project Requirements.
- B. Section 01015 – Specific Project Requirements.
- C. Section 01300 – Submittals.

1.04 CODES AND STANDARDS

- A. The publications listed below form a part of this specification to the extent referenced. The publications are referred to within the text by the basic designation only.
- B. National Fire Protection Association:
 - 1. NFPA 10 - Standard for Portable Fire Extinguishers.
 - 2. NFPA 70 - National Electric Code.
 - 3. NFPA 241 - Standard for Safeguarding Construction, Alteration and Demolition Operations.

1.05 INFORMATION PROVIDED BY THE CITY

- A. As provided in the Contract Documents.

1.06 SUBMITTALS

- A. Submit as specified in Section 01300 – Submittals.

1.07 QUALITY ASSURANCE

- A. The Contractor is responsible for the quality assurance and quality control of the Work.
- B. Regulations – Comply with industry standards and applicable laws and regulations of authorities having jurisdiction, including but not limited to:
 - 1. Building Code requirements.
 - 2. Health and safety regulations.
 - 3. Utility company regulations.
 - 4. Police, Fire Department and rescue squad rules.
- C. Standards:
 - 1. Comply with NFPA 10 and 241 and ANSI A10 Series standards “Temporary Electrical Facilities.”
 - 2. Comply with NEMA, NECA and UL standards and regulations for temporary electric service. Install service in compliance with NFPA 70.

- D. Inspections – Arrange for authorities having jurisdiction to inspect and test each temporary utility before use. Obtain required certifications and permits.

PART 2 - PRODUCTS

Not used.

PART 3 - EXECUTION

3.01 OFFICE

- A. Stationary Office – If required in Section 01015 - Specific Project Requirements, Contractor shall maintain a suitable stationary office at or near the Site during the performance of the Work.
- B. Assigned Vehicle – For projects of a certain scale and duration, the City will allow the Contractor to use an assigned vehicle to serve as a mobile office at the site of the Work. See Section 01015 – Specific Project Requirements regarding the use of a vehicle in lieu of a stationary office.
- C. The office shall serve as the headquarters of the Contractor's representative authorized to receive Contract Documents, instructions, other communication or articles associated with the Work.
- D. Any communication given to the Contractor's representative or delivered to Contractor's office at the site of the Work shall be deemed to have been delivered to Contractor.
- E. Copies of the Contract Documents shall be kept at the office and shall be available for use at all times.

3.02 FIELD OFFICE FOR RESIDENT PROJECT REPRESENTATIVE

- A. See Section 01015 – Specific Project Requirements regarding the requirement of the Contractor to provide a field office for the Resident Project Representative.

3.03 TEMPORARY UTILITIES

- A. Provide temporary utilities required for construction. Materials may be new or used, must be adequate for the required usage, not create unsafe conditions and not violate applicable codes and standards.
- B. Power:
 - 1. All power for lighting, operations of the Contractor's plant/equipment or for any other use which may be required for proper completion of the Work shall be provided by the Contractor.
 - 2. Temporary heat and lighting shall be maintained until the Work is accepted.
- C. Telephone/internet service:
 - 1. Contractor shall make all necessary arrangements and pay all installation and monthly charges for telephone/internet service for the temporary office at the site and shall provide all required devices for such service.
- D. Sanitary Facilities:
 - 1. Contractor shall furnish temporary sanitary facilities at the site, as provided herein, for the needs of all construction workers and others performing work or furnishing services on the Project.
 - 2. Sanitary facilities shall be of reasonable capacity, properly maintained throughout the construction period and obscured from public view to the greatest

practical extent. If toilets of the chemically treated type are used, at least one toilet will be furnished for each 20 persons. Contractor shall enforce the use of such sanitary facilities by all personnel at the site.

3. Ventilate the units to control odors and fumes and empty and clean them at least once a week or more often if required by the City. The doors shall be self-closing. Locate the facility behind the construction fence or out of the public view.

3.04 SECURITY

- A. See Section 01000 – General Project Requirements – SECURITY regarding the requirements for security.

3.05 PARKING

- A. See Section 01000 – General Project Requirements – PARKING regarding the requirements for parking.

END OF SECTION

SECTION 01566 – CLEANUP OPERATIONS

PART 1 - GENERAL

1.01 SUMMARY

- A. The Contractor shall provide all material, labor and equipment necessary for cleanup operations. The Contractor shall maintain a neat and clean job site at all times.

1.02 SPECIFICATION MODIFICATIONS

- A. It is understood that throughout this section these Specifications may be modified by appropriate items in Section 01015 – Specific Project Requirements or as otherwise indicated on the Contract Drawings.

1.03 RELATED SECTIONS

- A. Section 00700 – General Conditions.
- B. Section 01000 – General Project Requirements.
- C. Section 01015 – Specific Project Requirements.
- D. Section 02510 – PCC Sidewalks, Driveways, Ramps.
- E. Section 02930 – Seeding.
- F. Section 02931 – Sodding.
- G. Section 03000 – Miscellaneous Concrete.

1.04 CODES AND STANDARDS

- A. Not used.

1.05 DEFINITIONS

- A. Not used.

1.06 INFORMATION PROVIDED BY THE CITY

- A. As provided in the Contract Documents.

1.07 SUBMITTALS

- A. The Contractor shall submit as specified in Section 01300 – Submittals, if proposing alternate methods and facilities for concrete washout facilities. See paragraph 3.03.E. 3 in this Section.

PART 2 - PRODUCTS (NOT USED)

PART 3 - EXECUTION

3.01 SITE MAINTENANCE

- A. Cleanup operations shall be conducted in accordance with Section 00700 General Conditions, Article 6 – Contractor’s Responsibilities.
- B. Adequate cleanup shall be a condition for the processing of the Contractor’s monthly progress payment applications.
- C. The Contractor shall, at all times, keep the premises from accumulations of excavated materials, waste materials and other debris resulting from the Work. Site maintenance shall include, but is not limited to, the following:

1. The Contractor shall sweep streets daily to maintain the Site in a neat and clean condition.
 2. Provide adequate trash receptacles on the Site and promptly empty when filled.
 3. Conduct periodic cleanup of the Site to avoid hazards, interference with traffic or operations at the Site.
 4. Keep construction materials such as pipe, forms and scaffolding neatly stacked.
 5. Conduct immediate cleanup to protect the Work by removing splattered concrete, asphalt, oil, paint, corrosive liquids and cleaning solutions from all surfaces (linear construction) including walls, floors and metal surfaces (vertical construction) before the surfaces are marred.
 6. Volatile wastes shall be properly stored in covered metal containers and removed from the Site daily.
 7. Wastes shall not be buried on the site or disposed of into storm drains, sanitary sewers, streams or waterways. All wastes shall be removed from the site and disposed of in a manner complying with all local permits, ordinances and anti-pollution laws.
 8. Overloading of trucks is prohibited to prevent spillages on all access and haul routes. The Contractor shall provide periodic inspection of traffic areas to enforce the requirements of this Section.
 9. The Contractor shall prevent all excess material from washing into stream beds, storm water facilities, streets, culverts, etc.
- D. All excavated material not incorporated into the Work shall be removed and disposed of by the Contractor so that the site will be left in equal or better condition than its original state.
- E. Any deficiency in the quantity of material for filling depressions caused by settlement shall be supplied by the Contractor.
- F. The Contractor shall remove all mobilized equipment, surplus materials, debris and temporary facilities from the site. The construction site shall be left in its original condition or better condition than before the Work commenced.
- G. In addition, as directed by the City, the Contractor may be required to obtain a City approved release form, signed by the property owners affected by the Work.

3.02 DUST CONTROL

- A. The Contractor shall take all reasonable measures to prevent unnecessary dust. Earth surfaces subject to dusting shall be kept moist with water or by the approved application of an approved chemical suppressant. When practical, dusty materials in piles or in transit shall be covered to prevent blowing.
- B. The Contractor shall make provisions so that buildings or operating facilities that may be adversely affected by dust shall be adequately protected from dust. Existing or new machinery, motors, instrument panels or similar equipment shall be protected by suitable dust screens. Proper ventilation shall be included with dust screens.
- C. Contractor shall maintain and keep all streets clean throughout the Work period. The Contractor shall perform street sweeping on a daily basis to remove dust and debris from paved areas within the Work site as well as on all access and haul routes.

3.03 CONCRETE WORK

- A. See Section 02510 – PCC Sidewalks, Driveways and Handicap Access Ramps for additional requirements.
- B. See Section 03000 – Miscellaneous Concrete for additional requirements.

- C. Three (3) working days after all subsurface work has been completed, the contractor shall initiate the following restoration work: seed and/or sod (depending on contract requirements and/or written agreements with property owners), replacing concrete sidewalks, curbs, gutters, driveways and other surfaces impacted by the Work.
- D. Three (3) working days after the placement of concrete, the Contractor shall conduct cleanup operations related to the completed concrete work as follows:
 - 1. Removal of forms, backfilling of the form excavation and debris removal from streets, sidewalks and parkway areas shall be accomplished within three (3) working days after the concrete placement. The backfilled areas within one foot of new concrete shall not be compacted until the concrete has cured a minimum of five (5) days.
 - 2. Five (5) working days after the concrete is placed, the Contractor shall complete all joint caulking, pavement restoration, seeding and sodding. If construction is being performed during periods other than designated seeding and sodding seasons, all locations without turf cover shall be completed within ten (10) working days after the beginning of the next seeding and sodding season. Refer to Section 02930 – Seeding and Section 02931 - Sodding for additional requirements.
 - 3. If cleanup, backfilling, sodding, joint caulking or pavement restoration is not accomplished within the above limits, all tear-out and installation operations shall cease until these items are finished. Proceeding without these items being completed is at the sole discretion of the City.
 - 4. All excavated material shall be removed and disposed of by the Contractor so that the grounds will be left in equal or better condition than its original state. Any deficiency in the quantity of material for filling depressions caused by settlement shall be supplied by the Contractor.
 - 5. Surplus materials, equipment, tools, temporary facilities and structures shall be removed by the Contractor; all debris shall be hauled away by the Contractor and the construction site shall be left in equal or better condition than its original state. Payment of completed items on the Schedule of Values shall be subject to the completion of the cleanup operations.
 - 6. Tear-out and installation shall not begin if unfavorable conditions for concrete placement are forecast for the next day.
 - 7. All cleanup operations, as stated above, shall be completed five (5) working days after concrete placement.
- E. Concrete Washout Facilities:
 - 1. The Contractor shall provide facilities for concrete washout to collect and retain all the concrete washout water and solids in leak proof containers.
 - 2. Lined wash pits or washout boxes are acceptable.
 - 3. Alternate methods for washout facilities may be considered by the City. The Contractor shall submit for review and approval, per Section 01300 – Submittals, the alternate methods and facilities to be used.
 - 4. The location of washout facilities shall be indicated on the Construction Site Plan (See Section 01000 – General Project Requirements, paragraph CONSTRUCTION SITE PLAN).
 - 5. Concrete washout facilities shall be inspected daily and after heavy rains to check for leaks, identify any plastic linings or sidewalls that have been damaged by construction activities and determine whether they have been filled to over 75 percent capacity.

6. When the washout container is filled to over 75 percent of its capacity, the wash-water shall be vacuumed out or allowed to evaporate to avoid overflows. When the remaining cementitious solids have hardened, they shall be removed from the Site.
7. Damages to the washout container shall be repaired promptly.
8. Before heavy rains, the washout container's liquid level shall be lowered or the container shall be covered to avoid an overflow during the rain storm.
9. Washout facilities shall be removed from the Site upon completion of the Work and the area restored as specified herein.

END OF SECTION

SECTION 01570 - TEMPORARY EROSION AND SEDIMENT CONTROL

PART 1 – GENERAL

1.01 SUMMARY

- A. The Contractor shall provide erosion and sediment control measures for all areas within and adjacent to the Project site. The Contractor shall assume that the work is to be done under the City's General Operating Permit (Permit No: MOR100006). The Contractor does not need to make separate application to the Missouri Department of Natural Resources (MDNR).
- B. Specific erosion and sediment control measures are specified in APWA 5100 and Standard Erosion and Sediment Control (ESC) Drawings. These measures shall be implemented in order to control erosion and water pollution.
- C. No separate payment shall be made for Erosion and Sediment Control. The Contractor shall include in the lump sum total bid price: all labor, material and equipment necessary to comply with this Section and all other Work indicated in the Contract Documents.

1.02 DESCRIPTION

- A. The Contractor shall install and maintain temporary erosion and sediment control devices prior to commencing construction operations and continue through the construction period until such time as seeding and sodding has been completed and turf is established on all graded areas.
- B. The Contractor shall prepare and implement a Stormwater Pollution Prevention Plan (SWPPP) utilizing the latest version of the City's SWPPP template to develop the plan. The plan must include a narrative of the types and appropriate uses of Best Management Practices (BMPs) for erosion and sediment control and stormwater management. The requirements of the SWPPP must be as stringent as those described in the City's General Operating Permit (No: MOR100006) and 10 CSR 20-6.200. Additionally, the SWPPP must comply with the City of Kansas City's MS4 permit.
- C. Failure to control erosion and water pollution will result in the Contractor being noncompliant. Any noncompliance constitutes grounds for the following enforcement actions. The Contractor shall have 24 hours after receiving a notice of noncompliance from the City's representative (i.e. Project Manager, Design Professional, Inspector/ Representative of the City) to correct the problem. If weather conditions prevent the correction of BMPs within 7 calendar days, the reasons for the delay must be documented (including pictures) and there must be a narrative explaining why the work cannot be accomplished within the 7 day time period. The documentation must be filed with the regular inspection reports. The Contractor shall correct the problem as soon as weather conditions allow. If the Contractor fails to correct the problem after the time prescribed, the City will hire a remediation expert to fix the problem. In such an event, the Contractor shall be liable to the City for the remediation costs plus a 10 percent mark-up of the total contract price. If the Contractor continues to be noncompliant, the Director (or an authorized agent thereof) may issue a stop work order and delay any payment until control measures are properly functioning and any damage has been mitigated. In such an event, any delay to the Project schedule will result in liquidated damages assessed against the Contractor.

1.03 SPECIFICATION MODIFICATIONS

- A. It is understood that throughout this section, these Specifications may be modified by appropriate items in Section 01015 – Specific Project Requirements or as otherwise indicated on the Contract Drawings.

1.04 RELATED SECTIONS

- A. Section 01000 – General Project Requirements.
- B. Section 01015 – Specific Project Requirements.
- C. Section 01300 – Submittals.
- D. Section 02200 – Earthwork.
- E. Section 02575 – Surface Restoration.
- F. Section 02930 – Seeding.
- G. Section 02931 – Sodding.

1.05 QUALITY ASSURANCE

- A. The Contractor is responsible for the quality assurance and quality control of the Work. The Work shall be performed by a contractor with a proven record of performance for similar erosion and sedimentation control work.

1.06 INFORMATION PROVIDED BY THE CITY

- A. As provided in the Contract Documents.

1.07 CONTRACTOR SUBMITTALS

- A. The Contractor shall submit to the City/Design Professional for review and approval, in accordance with Section 01300 – Submittals, all specifications and data covering the proposed materials to be used for erosion and sedimentation control work.
- B. The Contractor shall submit the following to the City/Design Professional for review and approval prior to the preconstruction conference:
 - 1. The Contractor shall prepare a Stormwater Pollution Prevention Plan (SWPPP) for Projects that disturb one or more acres of land or disturb less than one acre when part of a larger Project which will disturb one or more acres over the life of the Project.
 - 2. The SWPPP shall meet the requirements of this Section, applicable references on the plans, the City's adopted Erosion and Sediment Control Specifications (ESCS), and all sections of the APWA-KCMO specifications that reference erosion control requirements. The Contractor shall develop, implement, and adhere to the erosion control and stormwater pollution prevention plan based upon the City's guidelines and requirements.
 - 3. No work can begin until the SWPPP is approved by the City/Design Professional.
 - 4. The Contractor shall update and maintain the SWPPP as necessary to develop ongoing site-specific control measures until final acceptance of the Project.

PART 2 – PRODUCTS

- B. Unless otherwise specified in Section 01015 – Specific Project Requirements, acceptable products for Inlet Protection include the following:
 - 1. Gutter Buddy, Dandy Curb® or approved equal.

PART 3 – EXECUTION

3.01 SAFETY

- A. Perform all work in accordance with applicable Occupational Safety and Health Administration (OSHA) standards.

3.02 PERFORMANCE

- A. City Projects are covered by a general NPDES permit maintained by the Water Services Department's Storm Water Division. The Permit imposes a number of obligations including, but not limited to, the following:
 - 1. New Projects must be reported to the MDNR 90 days before the Project starts.
 - 2. Each site must have and follow a written Storm Water Pollution Prevention Plan (SWPPP). Each site must be inspected weekly and following each rain event, for compliance with the SWPPP. Written inspection reports must be kept.
 - 3. All personnel on site must be briefed on the requirements of the SWPPP.
 - 4. A copy of the SWPPP must be on site at all times.
 - 5. All deficient items shall be promptly corrected. In no case shall the correction period exceed two calendar days.
 - 6. Quarterly reports must be filed by the City with MDNR identifying and giving the status and percent complete of each Project.
 - 7. MDNR must be notified if hazardous substances or contaminated soil are discovered on site.
- B. The Contractor shall follow the approved SWPPP, as well as all erosion control measures included in the Contract Documents and implement other BMP measures as directed by the City/Design Professional.
- C. The Contractor shall prevent erosion during his operations until vegetation is re-established. The Contractor shall prepare erosion control plans and submit in writing to the City/Design Professional any proposed modifications to the plans. The proposed modifications shall describe materials that will be used and the tasks that will be performed to control runoff on the site.
- D. Erosion control devices shall be in place before land is disturbed.
- E. All earthen structures shall be seeded or sodded. See Section 02930 – Seeding or Section 02931 – Sodding for additional requirements.
- F. Vegetation shall be established to provide adequate protection or develop other suitable means.
- G. Sediment trapping devices shall be installed in the proper location prior to grading.
- H. The Contractor shall establish perimeter sediment trapping measures that function properly.
- I. The Contractor shall prevent sediment from leaving the site and/or from damaging adjacent property.
- J. The Contractor shall prevent and or remove mud on public roads or at intersections with public roads that is related to the Project work being completed.
- K. The Contractor shall provide a temporary construction entrance to reduce/eliminate the transport of mud from the construction site onto public right of ways.
- L. The Contractor shall provide dust control measures for any graveled areas or exposed soil areas. See Section 01000 – General Project Requirements, paragraph DUST CONTROL for additional requirements.
- M. The Contractor shall temporarily or permanently stabilize all areas with exposed soil. See Section 02930 – Seeding or Section 02931 – Sodding for additional requirements.
- N. The Contractor shall adequately stabilize all finished cut and fill slopes.
- O. All on-site drainage channels and outlets shall be adequately stabilized.
- P. Route stream around work areas.
- Q. Repair stream channel damages per the Contract Documents.
- R. Provide stabilization or a temporary stream channel crossing where needed.

3.03 INSTALLATION

- A. Methods, materials and maintenance shall be the sole responsibility of the Contractor. The Contractor and the City/Design Professional shall conduct weekly onsite inspections using the “Erosion and Sediment Control Checklist” provided by the Water Services Department. Remove any onsite pollutant sources (debris piles with petroleum cans, chemical containers, fueling trucks/tanks or other possible sources of pollution). Upon notification of a weather forecast with a reasonable likelihood of rain, or at the direction of the City/Design Professional, the Contractor shall construct temporary berms and install erosion control fencing as necessary to control the potential eroded sediment and prevent it from leaving the construction area. If the Contractor’s construction operations are complete to the point where seeding or sodding is the major item at hand before final acceptance can be made, and seeding or sodding is out-of-season or disallowed by the City/Design Professional, the Contractor shall construct one of the following erosion control measures:
1. Incorporate the use of erosion control fencing immediately downstream of vulnerable areas that are susceptible to the formation of small streams. Maintain the erosion control devices until seeding or sodding season returns. Upon return of the sodding season, the area shall be re-graded to the lines and grades established in the Contract Drawings and sodded at the direction of the City/Design Professional. See Section 02930 – Seeding and Section 02931 – Sodding for additional requirements.
 2. Terrace the ground with graded berms and incorporate the use of both temporary slope drains (See ESCS Section 10.03.4.3 and Section 02200 – Earthwork for additional requirements) and erosion control fencing (as specified in this Section). Maintain the erosion control devices until seeding or sodding season returns. Upon return of the seeding or sodding season, the area shall be re-graded to the lines and grades established in the Contract Drawings and seeded/sodded at the direction of the City/Design Professional. See Section 02930 – Seeding and Section 02931 – Sodding for additional requirements.
 3. Fertilize, place seed or sod, and irrigate as directed by APWA-KCMO 2400. Maintain the erosion control devices until seeding or sodding season returns. Upon return of the seeding or sodding season the Contractor shall re-establish the grade and replace all dead seed or sod at the direction of the City/Design Professional. See Section 02930 – Seeding and Section 02931 – Sodding for additional requirements.
- B. Silt fence shall be installed, inspected and maintained in accordance with APWA ESC–10.
- C. Berms shall be constructed in accordance to APWA ESC–29:
1. Berms are required if the silt fence is not installed or properly maintained.
 2. Inspection shall be frequent and repair or replacement shall be made promptly as needed.
 3. Remove sediment deposits as necessary to provide adequate storage volume for the next rain.
 4. The Contractor shall remove berms when they have served their usefulness.
 5. Sediment trapped by this practice shall be uniformly distributed on the source area prior to seeding or sodding.
- D. The Rock Check Dam shall be constructed, inspected and maintained in accordance to APWA ESC–15.

- E. Inlet Protection. Work covered under this item consists of installing a Gutter Buddy, Dandy Curb® or equal inlet protection system for inlets and median barrier inlets without grates. The purpose is to keep silt, sediment and construction debris out of the storm system:
1. The inlet protection system shall be a sewn fabric unit enclosing a porous structure in the form of a cylindrical tube placed in front of and extending beyond the inlet opening on both sides.
 2. Place inlet protection unit on the street with aggregate pouch near the inlet it will be installed to protect.
 3. For oil and sediment, place absorbent in the sock tube.
 4. Center the unit against curb or median inlet opening so that the curb side of the unit creates a seal with the curb or median barrier and inlet structure. There will be approximately twelve (12) inches of the inlet protection unit overhanging on each side of the opening. If the unit is not installed in this manner, it will not function properly.
 5. The Contractor shall remove all accumulated sediment and debris from in front of the unit and from the street surface in the vicinity of every installed unit after each rain event or as directed by the City/Design Professional. Dispose of the unit at an appropriate recycling or solid waste facility when the unit is no longer being used.
 6. Oil and sediment. Remove and replace absorbent when near saturation.

3.04 MAINTENANCE AND REPAIR

- A. The Contractor is responsible for maintaining all erosion and sediment control measures until acceptance of the Project by the City.
- B. Erosion control measures showing evidence of overtopping, breaks or erosion shall be repaired or replaced with suitable materials.
- C. All storm sewer inlets shall be regularly maintained so that sediment will not enter the system.
- D. Repair and clean-out all control measures that are not functioning properly.
- E. Remove temporary measures that are no longer needed.
- F. Seeded or sodded areas requiring maintenance (fertilizer, re-sodding, re-seeding or additional mulch and watering) shall be promptly addressed. See Section 02930 – Seeding and Section 02931 – Sodding for additional requirements.

3.05 WARRANTY

- A. Seeding and sodding work shall have taken root and established satisfactory coverage before acceptance by the City. The Contractor shall maintain as described in paragraph 3.04 above and shall guarantee seeding and sodding for one (1) year after acceptance. The Contractor shall scarify, re-seed or re-sod, fertilize and mulch (seeded areas) any barren area greater than 1 square foot. See Section 02575 – Surface Restoration for requirements on early acceptance.

END OF SECTION

SECTION 01580 – PROJECT SIGNS

PART 1 - GENERAL

1.01 SUMMARY

- A. Contractor shall provide all material, labor and equipment necessary for the fabrication, printing and installation of Project signs.
- B. This section covers project sign requirements for all Kansas City, Missouri - Water Services Department projects. Project sign requirements include the following:
 - 1. Project identification sign description.
 - 2. Project sign installation.
 - 3. Maintenance and removal of Project sign.
 - 4. Printing of signs.
 - 5. Installation of signs.

1.02 SPECIFICATION MODIFICATIONS

- A. It is understood that throughout this section these Specifications may be modified by appropriate items in Section 01015 – Specific Project Requirements or as otherwise indicated on the Drawings.

1.03 RELATED SECTIONS

- A. Section 01015 – Specific Project Requirements.
- B. Section 01300 – Submittals.
- C. Section 01581 – Public Communications.

1.04 INFORMATION PROVIDED BY THE CITY

- A. City shall provide the graphic design templates of the Project sign in an electronic format to be used in the printing process.

1.05 SUBMITTALS

- A. Submit as specified in Section 01300 – Submittals.
- B. Shop Drawings (not used).
- C. Product Data (not used).
- D. Samples.
- E. Other:
 - 1. Project Sign Locations – submit for review and approval a map of the Project area of marked up Drawings showing the location and orientation of each project sign.
 - 2. Submit for review and approval notifications to homeowners and business adjacent to the location of the Project signs.
 - 3. Re-use of Placards – if the Contractor has salvaged placards from previous projects, they may be re-used if approved by the City. Submit color photographs that accurately show the condition of each placard to be re-used for review and approval.
 - 4. Notice of Removal – submit written notification to City that all Project signs have been removed.

PART 2 - PRODUCTS

2.01 PRINTERS

- A. A list of printing companies that have previous experience with printing signs for the City are included in Section 01015 – Specific Project Requirements.

2.02 FRAME

- A. Metal frame and hardware shall be in conformance with Water Services standard detail D-20142 – Installation Detail for Project Signs (see Figure 3).

2.03 PLACARDS

- A. Upper Placard Size – 6 feet wide by 4 feet tall.
- B. Lower Placard Size – 6 feet wide by 1 foot tall.
- C. Material – Coroplast® corrugated plastic sheeting or approved equal.
- D. Sheeting Thickness – ½ inch.
- E. Sheeting Color – white.
- F. Print Method – direct to Coroplast® with outdoor UV laminate coating.

2.04 PLACARD CONTENT

- A. Construction Phase Upper Placard – for each Project sign the Contractor shall provide an upper placard which will be displayed through construction. An example of the Construction Phase Upper Placard is shown in Figure 1.
- B. Post-Construction Phase Upper Placard – for each Project sign the Contractor shall provide an upper placard which will be displayed post construction. An example of the Construction Phase Upper Placard is shown in Figure 2.
- C. Lower Placard – for each Project sign, the Contractor shall provide a lower placard. Examples of the Lower Placard are shown in Figures 1 and 2.
- D. The City will provide digital files for all placards and graphic images.

2.05 NUMBER OF SIGNS TO BE PROVIDED

- A. The number of project signs to be provided is defined in Section 01015 – Specific Project Requirements. Each Project sign includes the following:
 - 1. One (1) Construction Phase Upper Placard to be displayed during construction.
 - 2. One (1) Post-Construction Phase Upper Placard to be displayed after completion of the Work.
 - 3. One (1) Lower Placard to be displayed during construction and post-construction.
 - 4. Printing of placards.
- B. Frame as shown in Water Services standard detail D-20142 – Installation Detail for Project Signs (see Figure 3).

PART 3 - EXECUTION

3.01 INSTALATION AND PLACEMENT OF SIGNS

- A. Installation – Project signs shall be fabricated and installed in accordance with Water Services standard detail D-20142 – Installation Detail for Project Signs (see Figure 3).

- B. Location – Project signs shall be located within the Site as defined by Section 00700 General Conditions. Project signs shall be erected in a conspicuous place but shall not interfere with the vision of pedestrian or vehicular traffic such as to create a hazard. Signs shall be located in the public right of way or in an easement acquired for the Project. Locations of the signs shall be coordinated with the City prior to installation and submitted accordance with paragraph 1.05 SUBMITTALS.
- C. Notifications – the Contractor shall notify any homeowners or businesses adjacent to the location of the signs at least three (3) days prior to erecting signs.
- D. Project sign(s) shall be erected not less than two (2) days before the start of construction activities. No construction activities are allowed until the Project signs are erected.
- E. Project signs shall remain in place for the duration of the Project and shall be maintained in a true, plumb and neat condition.

3.02 REPLACEMENT OF UPPER PLACARDS

- A. Upon completion of the Work and at the direction by the City, the Contractor shall remove the Construction Phase Upper Placard (Figure 1) on all Project signs and replace them with the Post-Construction Upper Placard (Figure 2).
- B. The Lower Placards are to remain in place.

3.03 REMOVAL OF PROJECT SIGNS

- A. All Project signs shall be maintained for thirty (30) calendar days after completion of the Work or as otherwise directed by the City.
- B. Contractor shall remove all Project signs and restore the area disturbed by construction activities.
- C. Project signs shall be removed from the Project areas and will become property of the Contractor.
- D. The Contractor may dispose of Project signs or salvage and reuse them on future City projects. The City will assess the condition of the signs and determine the appropriateness of reuse.
- E. Within three (3) days of the removal of signs, Contractor shall provide the City written notice that all Project signs have been removed from the Site.



Figure 1 – Example Construction Phase Upper Placard and Lower Placard



Figure 2 – Example Post-Construction Phase Upper Placard and Lower Placard

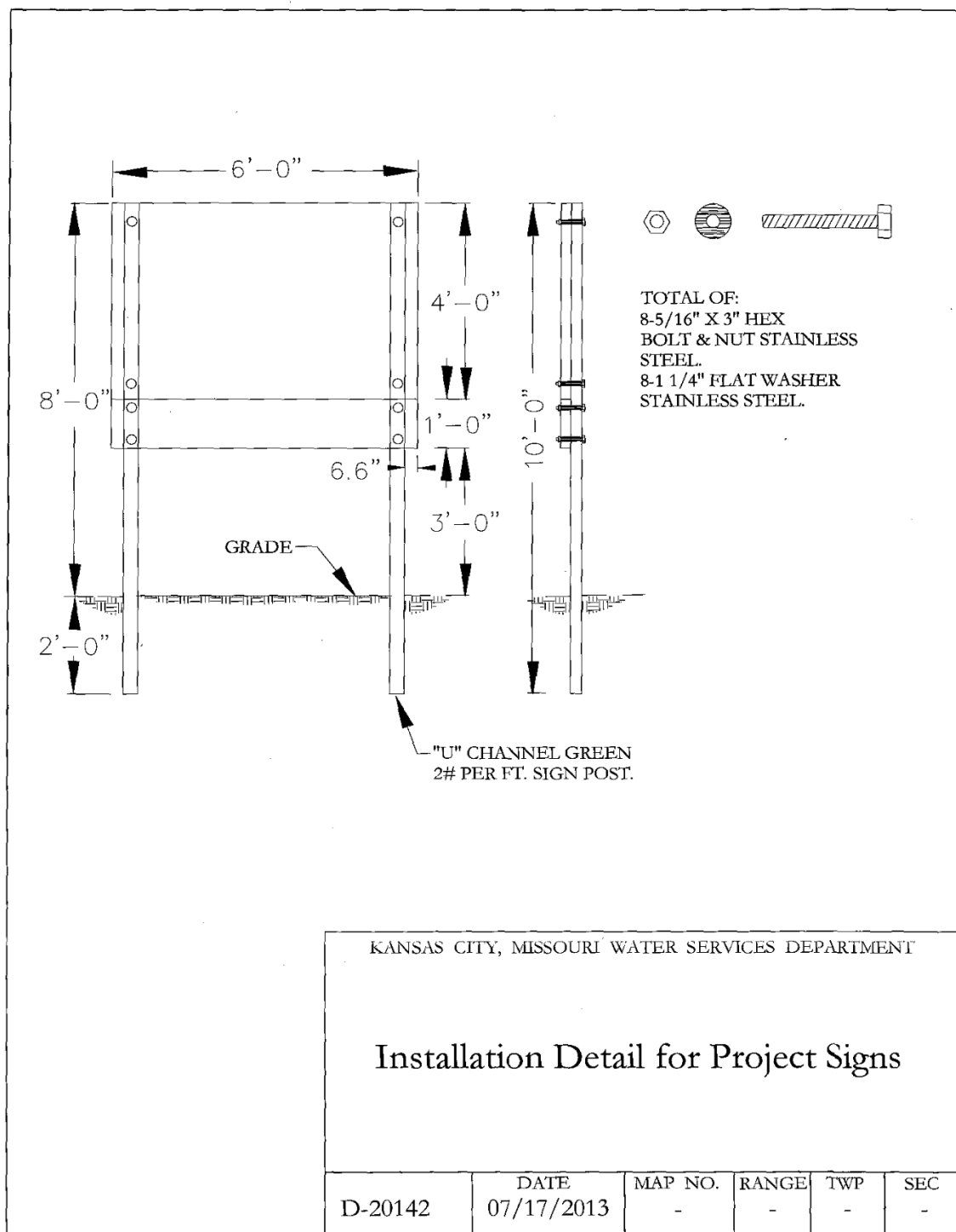


Figure 3 – Installation Detail for Project Signs

END OF SECTION

SECTION 01581 – PUBLIC COMMUNICATIONS

PART 1 - GENERAL

1.01 SUMMARY

- A. This section covers communication procedures between the contractor and the public affected by construction activities.
- B. Any time the contractor is acting on behalf of the City to perform work, the communications material between the contractor and the public shall adhere to these technical standards and is subject to review and approval by the City.

1.02 RELATED SECTIONS

- A. Section 00700 – General Conditions:
 - 1. Article 6, paragraph 6.14 – Safety and Protection.
- B. Section 01015 – Specific Project Requirements.
- C. Section 01300 – Submittals.

1.03 DEFINITIONS

- A. Affected Properties – homeowners, businesses, tenants or other entities whose everyday activities could be affected by the work.

1.04 INFORMATION PROVIDED BY THE CITY

- A. The City will provide the contractor with an electronic file for mailing communications to affected property owners for the purpose of Project communications.
- B. The City will provide the contractor with an electronic copy of approved communications templates to be distributed to affected properties.

1.05 SUBMITTALS

- A. Submit as specified in Section 01300 – Submittals.
- B. Notifications – Submit for review and approval all notification materials developed by the Contractor that are to be distributed to affected properties.

1.06 PUBLIC MEETINGS

- A. Description – The contractor shall attend and participate in public meetings held for the project. The contractor's project manager shall attend and present project details. These details include, but are not limited to, the following:
 - 1. Project schedule.
 - 2. Project phasing.
 - 3. Disruptions to the neighborhood.
 - 4. Work hours.
 - 5. Temporary restoration efforts.
 - 6. Final restoration efforts.
 - 7. Field contact information.
- B. The City will provide a location, date and time of the meeting and will facilitate the meeting.
- C. See Section 01015 – Specific Project Requirements for additional meeting requirements.

1.07 DOOR HANGERS AND OTHER PRINTED COMMUNICATIONS

- A. Description – Door hangers and other printed communications (fact sheets, post cards, signs, etc.) used throughout construction shall be distributed to inform homes and businesses of disruptions.
- B. Templates – The City will provide templates for door hangers and other printed communications in an electronic format. See Figures 1 through 5 for an example door hanger.
- C. Template Modification – The contractor may need to annotate the printed door hangers with project specific information. This effort may include describing the work and adding applicable date and time information for the benefit of the resident.
- D. Review communications material – Review and approval of the communication materials by the City is required prior to the contractor's distribution of materials.
- E. Printing and Reproduction – The contractor shall print door hangers, mailers and all other communication materials needed for the project.
- F. Distribution List – The list of affected property owners will be provided by the City.
- G. Mailing and Distribution – The contractor shall distribute the door hangers and other printed communications to the affected property owners. Door hangers are to be hand-delivered and not placed in the mailbox. All other printed communications will be delivered in a manner acceptable to the City.
- H. Costs – All costs to develop, reproduce, deliver or mail notifications shall be included in the contractor's lump sum bid price.

1.08 NOTIFICATION OF UTILITIES

- A. Notify utilities in accordance with Section 00700 – General Conditions, Article 6.

1.09 NOTICES TO PROPERTY OWNERS AND AUTHORITIES

- A. As provided in Section 00700 - General Conditions, Article 6, the Contractor shall notify adjacent property owners and utilities when execution of the work may affect them.
- B. Work Notice:
 - 1. General notice to affected property owners in advance of the work. Notice is required for any work within an easement. Notice shall be given for work within the City's right-of-way, outside of the street.
 - 2. Type of notification shall be a door hanger.
- C. Denial of Access:
 - 1. Notice for when it is necessary to temporarily deny access to property, driveway, sidewalk or other facility.
 - 2. Type of notification shall be a door hanger.
- D. Smoke Testing:
 - 1. Notice for when the Project involves smoke testing.
 - 2. Type of notification shall be a door hanger.
- E. Utility Service Interruption:
 - 1. Notice for when any utility service connection must be interrupted.
 - 2. Type of notification shall be a door hanger.
- F. Street Closures and Changes to Traffic Patterns:
 - 1. Notices to utilities and other concerned agencies prior to cutting or closing streets or other traffic areas or excavating near underground utilities or pole lines.
 - 2. Provide any additional notifications required by the traffic control permit.
 - 3. Type of notification will be written communication prepared and distributed by the Contractor.

- G. Schedule – Notices shall be received by the affected properties no less than two (2) and no more than seven (7) calendar days prior to the work, denial of access, smoke testing, utility service interruption, street closures and changes to traffic patterns or other work that may require notification.

1.10 OTHER COMMUNICATIONS

- A. See Section 01015 – Specific Project Requirements for additional communication requirements not specifically included herein or otherwise required by the Contract Documents.

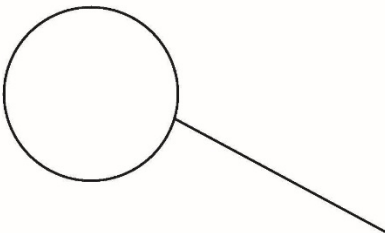
PART 2 - PRODUCTS

Not used.

PART 3 - EXECUTION

Not used.

See example templates on pages 4-9.



PROPERTY ACCESS TEMPORARILY RESTRICTED

A KC Water contractor is conducting important infrastructure work at or near your home or business that will require temporary closure of your driveway, side streets, or other.

Date(s) of closure: _____

From _____ **to approximately** _____

QUESTIONS:

Contractor supervisor: _____

Phone or text: _____

We greatly appreciate your patience and cooperation.
Thank you for your support as we continue to improve critical infrastructure in your neighborhood and throughout Kansas City.

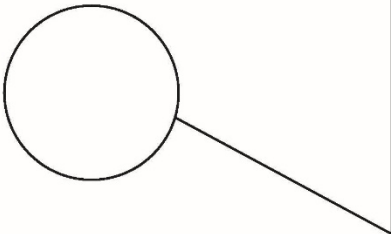


KCWATER
www.kcwater.us



KCW-SC-001 (Rev. 11/19)

Figure 1 – Restricted Access Door Hanger



PIPELINE SMOKE TESTING

A KC Water contractor will be testing sewers in your neighborhood that will include a pipeline smoke test.

Date(s) of smoke testing: _____

From _____ **to approximately** _____

The contractor will blow a non-toxic, non-staining, odorless smoke into sewers in order to identify breaks or defects. The smoke is white to gray in color, creates no fire hazards, and is not harmful to pets or humans.

In the unlikely event smoke enters your structure, you can speed dissipation by opening windows and doors. Also, please notify on-site technicians or their supervisor.

QUESTIONS:

Contractor supervisor: _____

Phone or text: _____

We greatly appreciate your patience and cooperation.
Thank you for your support as we continue to improve critical infrastructure in your neighborhood and throughout Kansas City.



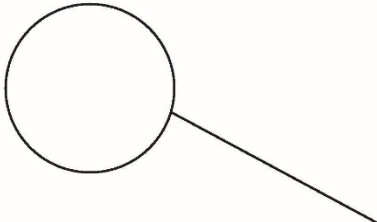
KCWATER

www.kcwater.us



KCW-SC-002 (Rev. 11/19)

Figure 2 – Smoke Testing Door Hanger



**WASTEWATER SERVICE
TEMPORARILY INTERRUPTED**

A KC Water contractor working in your neighborhood must temporarily shut off wastewater service to your home or business in order to complete important utility improvement or repairs.

Date of shut down: _____

From _____ **to approximately** _____

QUESTIONS:
Contractor supervisor: _____
Phone or text: _____

We greatly appreciate your patience and cooperation.
Thank you for your support as we continue to improve critical infrastructure in your neighborhood and throughout Kansas City.

 **KCWATER** | 
www.kcwater.us

KCW-SC-004 (Rev. 11/19)

Figure 4 – Wastewater Service Interruption Door Hanger

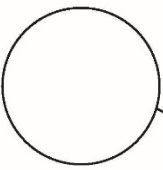
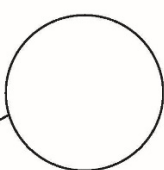
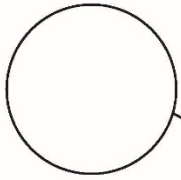
	
WATER SERVICE TEMPORARILY INTERRUPTED	SERVICIO DE AGUA TEMPORALMENTE INTERRUMPIDO
A KC Water contractor working in your neighborhood must temporarily shut down water service to your home or business in order to complete important utility improvements or repairs.	Un contratista de KC Water trabajando en su vecindario tendrá que interrumpir el servicio de agua en su residencia o negocio temporalmente para completar importantes mejoras o reparaciones.
Date of shut down: _____ From _____ to approximately _____	Fecha de interrupción: _____ Desde _____ Hasta _____
The water main will be flushed and tested after the repair is completed. After water service is resumed, you may experience some cloudy or discolored water. If this occurs, open all taps and let them run for 10 or 15 minutes. Screens, aerators, or other filters should be removed, cleaned and left off while running the water.	La tubería de agua será drenada y probada después de completar la reparación. Después de que el servicio de agua sea restaurado, puede haber agua descolorada o nublada. Si esto sucede, abra todas las llaves (grifos) y deje correr el agua por 10 o 15 minutos. Cualquier tipo de filtro debe ser removido, limpiado y dejado por fuera mientras el agua corre.
QUESTIONS: Contractor supervisor: _____ Phone or text: _____	PREGUNTAS: Supervisor Contratista: _____ Teléfono o texto: _____
We greatly appreciate your patience and cooperation. Thank you for your support as we continue to improve critical infrastructure in your neighborhood and throughout Kansas City.	Apreciamos enormemente su paciencia y cooperación. Gracias por su apoyo mientras continuamos implementando y actualizando infraestructura crucial en su vecindario y a través Kansas City.
 KCWATER www.kcwater.us 	 KCWATER www.kcwater.us 
KCW-SC-005 (Rev. 2/20)	KCW SC 005 (Rev. 2/20)

Figure 5 – Water Service Interruption Door Hanger



UTILITY WORK IN YOUR AREA

A KC Water contractor working in your neighborhood soon will be conducting important infrastructure work at or near your home or business.

Date(s) of work: _____

From _____ **to approximately** _____

Construction equipment will be used and may create noise and dusty conditions. Any disruption of lawns, landscaping, driveways, or sidewalks will be restored after this necessary work is completed.

QUESTIONS:

Contractor supervisor: _____

Phone or text: _____

We greatly appreciate your patience and cooperation.
Thank you for your support as we continue to improve critical infrastructure in your neighborhood and throughout Kansas City.



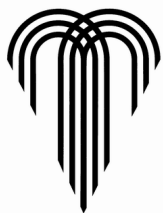
KCWATER
www.kcwater.us



KCW-SC-006 (Rev. 11/19)

Figure 6 – Work Notice Door Hanger

END OF SECTION



SUBSTITUTION REQUEST

Project Number _____

Project Title _____

To: _____

Authorization Number: _____

Re: _____

From: _____

Date: _____

Contract For: _____

Specification Title: _____

Section: _____ Page: _____ Article/Paragraph: _____

Proposed Substitution: _____

Manufacturer: _____ Address: _____ Phone No. _____

Trade Name: _____ Model No. _____

Installer: _____ Address: _____ Phone No. _____

History: ☐ New Product ☐ 2-5 years old ☐ 5-10 years old ☐ More than 10 years old

Differences between proposed substitution and specified product: _____

☐ Point-by-point comparative data attached – REQUIRED

Undersigned certifies:

- Proposed substitution has been fully investigated and determined to be equal or superior in all respects to specified product.
- Same warranty will be furnished for proposed substitution as for specified product.
- Same maintenance, service, and availability of replacement parts, as applicable, are available.
- Proposed substitution will not affect or delay Progress Schedule, except as stated below.
- Cost data as stated above is complete. Claims for additional costs related to accepted substitution which may subsequently become apparent are to be waived.
- Proposed substitution does not affect dimensions and functional clearances, except as stated below.
- Payment will be made for changes to building design, including architectural or engineering design, detailing, licenses, royalties, and construction costs caused by the requested substitution.
- Coordination, installation, and changes in the Work as necessary for accepted substitution will be completed in all respects.

Reason for not providing specified item: _____

Similar Installation:

Project: _____ Design Professional: _____

Address: _____ Owner: _____

Date Installed: _____

Proposed substitution affects other parts of Work: ☐ No ☐ Yes; explain _____

Savings to Owner for accepting substitution: _____

Proposed substitution changes Contract Time: ☐ No ☐ Yes; add/deduct _____ days.

Supporting Data Attached:

☐ Product Data ☐ Drawings ☐ Tests ☐ Reports ☐ Samples ☐ _____

Attachments: _____

Submitted by: _____

Signature: _____

Firm: _____

Address: _____

Telephone: _____ Fax: _____ E-Mail: _____

Additional Comments: ☐ Contractor ☐ Subcontractor ☐ Supplier ☐ Manufacturer ☐ DP ☐ _____

DESIGN PROFESSIONAL'S REVIEW AND ACTION

- ☐ Substitution approved – Make submittals in accordance with Specification Section 01300.
- ☐ Substitution approved as noted – Make submittals in accordance with Specification Section 01300.
- ☐ Substitution rejected – Use specified materials.
- ☐ Substitution Request received too late – Use specified materials.

Signed by: _____ Date: _____

Distribution: ☐ Owner
☐ Design Professional
☐ Contractor
☐ Consultant
☐ Construction Manager
☐ Other

SECTION 01700 – TRAFFIC CONTROL

PART 1 - GENERAL

1.01 SUMMARY

- A. The Contractor shall provide all materials, labor and equipment (including permits, barricades, cones, drums, construction warning signs, flagmen incidental devices) to protect, warn and guide: vehicular traffic, pedestrian traffic and to protect his personnel and equipment on the site. This specification applies to work being done in conjunction with capital projects and not emergencies or other maintenance related activities.

1.02 SPECIFICATION MODIFICATIONS

- A. It is understood that throughout this section these specifications may be modified by appropriate items in Section 01015 – Specific Project Requirements, or as otherwise indicated on the Contract Drawings.

1.03 RELATED SECTIONS

- A. Section 01000 – General Project Requirements.
- B. Section 01015 – Specific Project Requirements.
- C. Section 01300 – Submittals.
- D. Section 01581 – Public Communications.

1.04 CODES AND STANDARDS

- A. The publications listed below form a part of this specification to the extent referenced. The publications referred to within the specification are by the basic designation only.
- B. American Traffic Safety Services Association (ATSSA).
- C. “City of Kansas City, Missouri Public Works Department Construction and Material Specifications” (<http://kcmo.gov/>) (KCMO PW 2305 - Traffic Control – Pedestrian Traffic Control and Sidewalk Closure.)
- D. Manual on Uniform Traffic Control Devices (MUTCD).
- E. MODOT traffic control and regulations and permits.

1.05 DEFINITIONS

- A. City Block – A segment of a street or roadway between two intersections.
- B. Working Hours – The Contractor must conduct construction operations in compliance with the City of Kansas City, Missouri Code of Ordinances, Chapter 46 – NOISE CONTROL which generally defines normal working hours as 7:00 am to 6:00 pm on weekdays. Working hours also include any time period approved in writing by the City (see Section 01000 – General Project Requirements, paragraph TEMPORARY ENVIRONMENTAL PROTECTION).
- C. Non-Working Hours – Any period of time not defined as Working Hours.
- D. Public Works Department – The City of Kansas City, Missouri - Public Works Department.
- E. Traffic Control Supervisor – The qualified employee of the Contractor designated to have overall responsibility of the implementation of the Traffic Control Plan, conformance to the Traffic Control Permit and maintenance of traffic control devices.

- F. Work Zone – An area of active construction activity along a single street that causes temporary disruption to pedestrian traffic, vehicular traffic, access to properties, or on-street parking.
- G. Extended Work Zone – Any work that encompasses more than one city block or street.

1.06 SUBMITTALS

- A. Submit as specified in Section 01300 – Submittals.
- B. Shop Drawings:
 - 1. Not applicable.
- C. Product Data:
 - 1. Not applicable.
- D. Samples:
 - 1. Not applicable.
- E. Other Submittals:
 - 1. Traffic Control Plan(s):
 - (a) Submit plan(s) directly to the Public Works Department for review and approval as required for permitting. Approval of the traffic control plan is required prior to submitting permit applications.
 - (b) Submit the final, approved plan(s) in accordance with Section 01300 – Submittals for informational purposes only.
 - (c) Submit changes or revisions to the plans(s) as required by the City’s Traffic Control Permit.
 - (d) Submit changes or revisions to the Traffic Control Plan necessary for construction phasing.
 - 2. Traffic Control Permit – submit a copy of the traffic control permit upon approval from the Public Works Department.
 - 3. Traffic Control Supervisor:
 - (a) Submit name, qualifications and contact information in accordance with Section 01300 – Submittals.
 - (b) Submit name, qualifications and contact information directly to the Public Works Department.
 - 4. Public Works Department standard specifications.
 - 5. Public Works Department standard details.
 - 6. Maintenance records of traffic control devices.

1.07 GENERAL

- A. When the requirements of this section conflict with the requirements of the approved Traffic Control Permit, then the requirements of the Traffic Control Permit shall govern. In all instances, the Contractor shall comply with all KCMO ordinances.
- B. The Contractor shall maintain access for pedestrians, vehicles and all properties served by the streets and sidewalks within the site.
- C. All work shall be coordinated through the City of Kansas City, Missouri - Public Works Department.
- D. Coordination of the traffic control permit shall be conducted during normal business hours (8:00 am through 5:00 pm).

1.08 SPECIFIC PROJECT REQUIREMENTS

- A. Specific traffic control requirements are provided in Section 01015 - Specific Project Requirements.

1.09 RESPONSIBILITY

- A. The Contractor shall designate a Traffic Control Supervisor having the responsibilities defined in paragraph DEFINITIONS.
- B. The Traffic Control Supervisor's name, contact information and qualifications shall be submitted to the City prior to the preconstruction conference.
- C. The Traffic Control Supervisor's name and contact information shall be submitted to the Public Works Department as required by the Traffic Control Permit. The contact information provided shall allow the City (Public Works Department) to contact the Traffic Control Supervisor during both working and non-working hours. This information shall be submitted with the application for the Traffic Control Permit and in accordance with paragraph SUBMITTALS.

1.10 SUBMITTAL OF STANDARD DETAILS AND SPECIFICATIONS

- A. The Contractor shall obtain a copy of all Public Works Department's standard specifications and details to be used as part of the project. Copies shall be submitted in accordance with paragraph SUBMITTALS.

1.11 ACCESS REQUIREMENTS

- A. Unless otherwise stated in Section 01015 – Specific Project Requirements, the Contractor shall maintain access for pedestrians and vehicles to all properties served by streets and sidewalks affected by the Work.
- B. Special Restrictions for Extended Work Zones:
 - 1. A maximum of two (2) consecutive city blocks shall be under construction at any one time.
 - 2. Where construction activities cause disruption (i.e. sidewalk closures and/or temporary restriction of on-street parking) to two (2) consecutive city blocks, the following restrictions shall apply:
 - (a) At a minimum, pedestrian access shall be maintained on one side of the street only if work can be completed in less than 15 days. Sidewalk closures shall be limited and temporary facilities shall be provided as necessary to allow pedestrian access to all occupied properties affected by construction activities.
 - (b) If more than one (1) city block is affected by construction, then construction activities shall be conducted so that on-street parking is maintained on at least one side of the street, on one of the city blocks affected. That is, if on-street parking is eliminated within a city block, the adjacent city block (along the same street) must provide at least on-street parking on one side.
 - (c) If a sidewalk will need to be closed more than 15 days, advance approval of the Bike Pedestrian Advisory Committee is required. If a sidewalk closure is planned for more than 15 days in the Greater Downtown Area Plan region, advance approval is required from the Parking and Transportation Commission.
- C. Access to adjacent properties served by the street(s) within the project shall be maintained at all times.
- D. Traffic shall move through the construction site in accordance with the Traffic Control Permit.
- E. When required, flaggers shall coordinate the movement of traffic through the construction site.

- F. Temporary Restoration of Access during Non-Working Hours:
 - 1. All roadways shall be re-opened to traffic in accordance with the Traffic Control Permit or to normal operating conditions (whichever applies) at the end of each work day.
 - 2. No construction related equipment or material shall be on the roadway outside of normal working hours unless approved by the City (see Section 01000 – General Project Requirements, paragraph CONSTRUCTION SITE PLAN).

1.12 TRAFFIC CONTROL PLAN(S)

- A. Unless otherwise indicated on the Drawings or in Section 01015 – Specific Project Conditions, the Contractor shall be responsible for the development and implementation of the Traffic Control Plan necessary to obtain a Traffic Control Permit(s).
- B. All costs associated with development, revision or finalization of Traffic Control Plan(s) shall be included in the Contractor's Bid.
- C. General Traffic Control requirements shall include but are not limited to the following:
 - 1. MUTCD requirements shall be maintained on all traffic control plan submittals.
 - 2. Plans shall clearly identify all traffic control devices to be placed including the location, spacing and other pertinent data required for the traffic control plan reviews.
 - 3. Plan reviews and resubmittal reviews should be scheduled to be completed with at least two (2) weeks for City staff review on standard traffic control plan submittals. This time may be extended if the plan is complex or of a large volume.
 - 4. All street typologies listed on the Major Street Plan (<https://www.kcmo.gov/city-hall/departments/city-planning-development/other-city-plans>) will be required to maintain a minimum of one twelve foot (12') lane in each direction for traffic at all times.
 - 5. Limited closures on street typologies listed on the Major Street Plan may be allowed but will likely be limited to weeknights and/or weekend work depending on the location of the proposed closure. Full closures may not be possible in some areas of the City.
 - 6. Electronic Message Boards will be required as part of the communication plan for all lane closures or restrictions on street typologies listed on the Major Street Plan. These signs will need to be in place at least one (1) week prior to the lane closure or restriction and will need to be maintained throughout the closure duration.
 - 7. Closures in and adjacent to the Streetcar Corridor will be required to have a Track Access Permit.
 - 8. Residential street traffic control plans will be developed in a way to allow safe travel and maintain access to all properties adjacent to and in the area of the traffic control area.
 - 9. The Contractor is required to maintain the road surface condition on the haul route to the condition that existed at the time of permit issuance. All damage to the pavement on the haul route caused by the contractor shall be repaired by the contractor at no additional cost to the City.

1.13 TRAFFIC CONTROL PERMIT(S)

- A. The Contractor shall not submit Traffic Control Permit applications until the traffic control plan has been approved by the Public Works Department.
- B. The Contractor shall obtain a Traffic Control Permit before any construction activity occurs on any City street. Permits shall be obtained and submitted in accordance with Section 01300 – Submittals shall be made no less than two (2) weeks in advance of the construction activity.
- C. Specific requirements and the application for Traffic Control Permit can be downloaded from the City's web site at <http://kcmo.gov/>.
- D. The associated permit fees, which may be time and street-type-dependent, are to be obtained from the Public Works Department.
- E. All residential, arterial and collector streets require a separate permit and are subject to peak hour restrictions.
- F. All costs associated with the Traffic Control Permit(s) shall be included in the Contractor's Bid.

1.14 NOTIFICATIONS

- A. Advance notification of affected property owners shall be done in accordance with Section 01581 – Public Communications.
- B. Electronic Message Boards are required at least one (1) week in advance of any arterial street closure(s).

PART 2 - PRODUCTS

2.01 TRAFFIC CONTROL DEVICES

- A. All traffic control devices shall conform to Part 6 of the "Manual on Uniform Traffic Control Devices" (MUTCD).
- B. No substitutions for the devices required by MUTCD or changes in the methods of traffic control as outlined herein will be allowed without written approval of the Director of Public Works or their designee.

PART 3 - EXECUTION

3.01 SAFETY PRECAUTIONS

- A. Contractor shall take any and all precautions to guard against injury to persons or damage to property until final acceptance of the work by the City or their representative.
- B. Precautions shall include, but not limited to, protection of vehicular and pedestrian traffic from injury or damage due to open excavations, operation of construction equipment, materials storage, etc. by the proper placement of appropriate safety devices.
- C. The Contractor shall maintain the safety devices and maintain their proper placement throughout the required period.
- D. Construction practices shall be followed that will eliminate all safety hazards.
- E. The roadway shall be kept clean and free of construction related debris at all time.

3.02 DEVICE INSTALLATION AND MAINTENANCE

- A. Traffic control devices shall be installed and maintained in accordance with KCMO Specification 2305 with the exception that the paragraphs for Method of Measurement and Basis for Payment do not apply.
- B. The Contractor shall maintain records of any maintenance required and the date on which it was completed. These records shall be maintained for the duration of the project and submitted in accordance with paragraph SUBMITTALS on a monthly basis.
- C. The contractor's designated Traffic Control Supervisor shall make regular workday inspections of the traffic control devices installed as part of Work.
- D. It shall be the Contractor's responsibility to maintain all traffic control devices in proper working condition and placement at all times.
- E. The Contractor shall immediately correct any deficiencies in traffic control.
- F. Any traffic control device not in use shall be covered, removed, or turned away from the view of oncoming traffic.

3.03 CHANGES TO THE TRAFFIC CONTROL PLAN

- A. Whenever the work area changes, all construction warning signs and traffic channelization devices shall be made current.
- B. The Public Works Department reserves the right to adjust or revise the traffic handling requirements as necessary after construction on the project has started. These changes will be determined based on periodic inspections throughout the duration of the project by both the Water Services and Public Works inspection staff.
- C. Notice of such change will be transmitted to the Contractor and it shall be the Contractor's responsibility to make the necessary changes as soon as practicable, but no more than one (1) calendar day, after receipt of the notification. Immediate changes to the traffic control shall be required in situations that are deemed as a public safety matter by the City representatives.
- D. If the Contractor encounters conditions that would require a change in method of traffic control, the Contractor shall immediately notify the City's representative. At least 48 hours before the start of the proposed change, the City's representative will request approval of the change in method of maintaining traffic from the Public Works Department. The Contractor shall not proceed with the change without the approval of the Public Works Department.

3.04 PEDESTRIAN TRAFFIC CONTROL

- A. Pedestrian traffic control shall conform to KCMO Specification 2305, paragraph-Pedestrian Traffic Control.

3.05 VEHICLE PARKING

- A. Parking of construction vehicles, equipment, vehicles of contractor's personnel shall not interfere with public traffic, parking, access by emergency vehicles, or City operations.

3.06 HAUL ROUTES

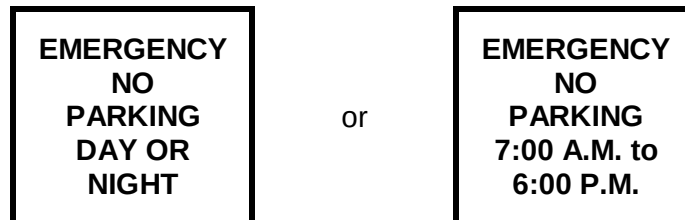
- A. The Contractor shall consult with the City (Water Services Department and Public Works Department) to establish public thoroughfares to be used for haul routes and site access.
- B. Residential streets shall not be used as part of the proposed haul routes.

3.07 EMERGENCY CONDITIONS

- A. Damage to existing utilities during construction of the Project which requires immediate repair may be considered as an emergency and as such may not be subject to all the restrictions contained herein. These shall be reported to Water Services and Public Works immediately. All subsequent emergency traffic control measures or adjustments shall be coordinated with the City representatives.
- B. The Contractor shall immediately contact the utility company whose facilities are involved that may require immediate repair.
- C. Such repair work, once declared an emergency by the utility company, shall be pursued on a continuous (24 hours per day) basis until complete or advanced to such a point that use of the roadway can be returned to normal operation and any subsequent repairs can be completed during regular working hours.
- D. The City reserves the right to determine which utility work will be considered an emergency. Any costs incurred by the Contractor for such emergency utility repair, including the cost of any additional traffic control that may be required, shall be the Contractor's sole responsibility.

3.08 EMERGENCY NO PARKING SIGNS

- A. When it is necessary to eliminate parking on a part of a street to facilitate construction work, the Contractor shall, subject to the approval of the Public Works Department, post "Emergency No Parking" signs.
- B. Signs shall be fabricated with the following dimensions, text sizes and include the follow text:



Placard Height: 24 inches
Placard Width: 18 inches
Placard Color: Silver (reflective)

Lettering Height: 3 inches
Line Spacing: 1.1 inches
Lettering Color: Red

Border Thickness: 0.625 inches
Border Margin from Edge of Placard: 0.375 inches
Border Color: Red

- C. The signs shall be made of aluminum, plastic or plywood panels. Paper or cardboard signs are not allowed.
- D. The signs shall be installed on either steel drive posts or existing utility poles at a height of five (5) feet to the bottom of the sign.
- E. Signs shall be placed on the side of the street where parking is to be eliminated.

- F. The signs are to be installed at the beginning and end of each block and at a maximum of 150-foot intervals in between.
- G. These signs must be installed a minimum of 18 hours and a maximum of 48 hours in advance of the time the Contractor plans to begin work.
- H. The Contractor shall contact the City's representative as soon as the signs are installed. The City's representative will then contact the Public Works Department as soon as the signs are installed, so that a temporary regulation can be written by the Public Works Department and so that the Kansas City, Missouri, Police Department can be notified. The signs cannot be enforced without this notification from the City. The notification to the City must be made by 12 noon for enforcement to be effective the following day.
- I. If there are existing parking signs with a lesser degree of restriction, the Contractor shall install the Emergency No Parking signs as outlined above and shall cover the existing signs with the Emergency No Parking sign or some type of semi-permanent cover (paper and tape will not be accepted).
- J. The Contractor shall immediately remove the Emergency No Parking signs and all semi-permanent sign covers as soon as work on the block has been completed.
- K. If it becomes apparent for any reason that work will cease for more than 72 hours, the same signs and covers shall be removed and must be reinstalled subject to the minimum 18 hours advance-notice before work can proceed.
- L. If work does not begin within 48 hours after the signs are posted, the same procedure must be followed. Failure by the Contractor to abide by all the provisions concerning "Emergency No Parking" signs, shall result in the cancellation of the permit.
- M. The Contractor shall maintain a minimum of one (1) lane of traffic each direction at all times unless otherwise allowed by permit.
- N. The Contractor shall keep residents, schools, businesses, churches and other public entities informed of the work schedule that would interfere with access to their facility. Notification shall be distributed at least 3 weeks in advance of work occurring near a facility.
- O. The Contractor shall coordinate with KCATA, as necessary, on proposed lane closures impacting bus travel routes.

END OF SECTION

SECTION 01900 – CONTRACT CLOSEOUT

PART 1 - GENERAL

1.01 SUMMARY

- A. This Section includes administrative and procedural requirements for contract closeout.
- B. Closeout requirements for specific construction activities are included in the appropriate Sections of the Contract Documents.

1.02 SPECIFICATION MODIFICATIONS

- A. It is understood that throughout this Section these Specifications may be modified by appropriate items in Section 01015 – Specific Project Requirements, or as otherwise indicated on the Contract Drawings.

1.03 RELATED SECTIONS

- A. Section 00700 – General Conditions.
- B. Section 00800 – Supplementary Conditions.
- C. Section 01015 – Specific Project Requirements.
- D. Section 01020 – Record Documents.
- E. Section 01300 – Submittals.

1.04 DEFINITIONS

- A. Achievement of Full Operation/Substantial Completion: See Section 00700 – General Conditions, paragraph 1.01.
- B. Substantial Completion: See Section 00700 – General Conditions, paragraph 1.01.

1.05 INFORMATION PROVIDED BY THE CITY

- A. Achievement of Full Operation or Substantial Completion (Section 00700, paragraph 14.04):
 - 1. If applicable, City will provide written notification that the Work does not meet the requirements for Achievement of Full Operation or Substantial Completion
 - 2. Certification of Achievement of Full Operation (Section 01290.12) or Certificate of or Substantial Completion.
 - 3. Written recommendation as to division of responsibilities pending final payment between City and Contractor with respect to security, operation, safety, protection of the Work, maintenance, heat, utilities, insurance and warranties and guarantees.
- B. Partial Utilization (Section 00700, paragraph 14.05):
 - 1. Written request for partial utilization.
- C. Punch list (Section 01290.13).
- D. Final Inspection (Section 00700, paragraph 14.06):
 - 1. Written report of all in which the Final Inspection reveals that the Work is incomplete or defective.

1.06 SUBMITTALS

- A. Submit as specified in Section 01300 – Submittals.
- B. Other Submittals:
 - 1. Notification of Achievement of Full Operation or Substantial Complete (Section 00700, paragraph 14.04.A).
 - 2. List of Incomplete Items (Section 00700, paragraph 14.04.A).
 - 3. Notification that the Work is complete and ready for Final Inspection (Section 00700, paragraph 14.06.A).
 - 4. List of Uncompleted Work (paragraph 3.01.C).
 - 5. Certification of Partial Substantial Completion (Section 00700, paragraph 14.05.A.1) if Partial Utilization is requested by City.
 - 6. Closeout Documentation:
 - (a) The following items are required to be submitted prior to the Contractor's application for Final Payment as required by Section 00700 – General Conditions, paragraph 14.07:
 - (i) Maintenance and Operating Instructions.
 - (ii) Schedules.
 - (iii) Guarantees.
 - (iv) Bonds.
 - (v) Certificates or other evidence of insurance.
 - (vi) Certificates of inspection.
 - (vii) Record Documents (Section 01020 – Record Documents).
 - (b) The following items are required to be submitted with the Contractor's application for Final Payment as required by Section 00700 – General Conditions, paragraph 14.07:
 - (i) Contractor Affidavit for Final Payment (Section 01290.14).
 - (ii) Subcontractor Affidavit for Final Payment (Section 01290.15).
 - (c) Authorization to Release a Revenue Clearance Letter (Section 00630).
 - (d) All other documentation necessary for an Application for Progress payment (Section 00700, Article 14).
 - 7. Consent of Surety to Make Final Payment certificate.

PART 2 - PRODUCTS

- A. Not used.

PART 3 - EXECUTION

3.01 ACHEIVEMENT OF FULL OPERATION / SUBSTANTIAL COMPLETION

- A. Refer to Section 00700 – General Conditions, Article 14.
- B. Refer to Section 00800 – (Overflow Control Plan Consent Decree) Supplementary Conditions, paragraph SC-14.04 for additional information to define items of the Work to be included in the definition of Achievement of Full Operation or Substantial Completion.
- C. List of Uncompleted Items: The Contractor shall submit a list of incomplete items that are required for the Work, but not required for Achievement of Full Operations / Substantial Completion. The list shall include a description of the Work, the value of each item, reasons the work is not complete, and a schedule for completion.

- D. The inspection associated with the Achievement of Full Operation / Substantial Completion will be scheduled at a mutually agreed time between the Contractor, Design Professional and the City's Representative.
- E. City will provide a punch list (Section 01290.13) of items that require completion or correction. Items noted on the punch list may not be all-inclusive and the failure to include any items on the list does not alter the responsibility of the Contractor to complete all the Work in accordance with the Contract Documents.
- F. Items identified in the punch list shall be addressed by the Contractor prior to the Final Inspection.

3.02 PARTIAL UTILIZATION

- A. Refer to Section 00700 – General Conditions, paragraph 14.05, Partial Utilization.

3.03 FINAL INSPECTION

- A. Refer to Section 00700 – General Conditions, paragraph 14.06, Final Inspection.
- B. The Final Inspection will be scheduled at a mutually agreed time between the Contractor, Design Professional and City's Representative.
- C. The City will provide the Contractor with the results of the final inspection.
- D. If the Work is incomplete or unacceptable, the City will advise the Contractor of Work that is incomplete or other obligations that have not been fulfilled but are required for final acceptance. The Contractor shall address items that need to be corrected, and then request a re-inspection of the Work.
- E. Re-inspection of the Work:
 - 1. If necessary, the City will re-inspect the Work upon receipt of notice that the Work, including punch list items from the first inspection, has been completed, except for items whose completion is delayed under circumstances acceptable to the City.
 - 2. If necessary, re-inspections will be repeated until all deficiencies have been remedied by the Contractor.
- A. Approval of the Work by the City or Design Professional will not relieve the Contractor of their responsibility under other terms of the Contract.

3.04 FINAL PAYMENT

- A. After Contractor has completed all corrections (after the Final Inspection) to the satisfaction of City, Contractor shall submit the Final Payment request. Refer to Section 00700 – General Conditions, paragraph 14.07, Final Payment.
- B. Documents to be submitted with, or prior to, the application for final payment shall be as required by the Contract Documents. See paragraph 1.06 for a summary.
- C. Authorization to Release a Revenue Clearance Letter: If the Contract exceeds \$160,000 and if Work is performed for a term longer than one (1) year, then in addition to the requirements of Section 00700, the Application for Final Payment shall be accompanied by a clearance letter from the Finance Department, Revenue Division. The Contractor shall keep a copy of all subcontractors' clearance letters in its contract files in accordance with the contract documents. See Section 00630.
- D. For Contracts that include a Green Infrastructure Establishment Period, there will be a Final Payment for the Work associated with construction, and a separate Final Payment for the Work associated with the maintenance of green infrastructure through the establishment period. The Final Payment for Work associated with construction shall exclude the amount for maintenance of green infrastructure indicated in the Schedule of Values.

3.05 LIQUIDATED DAMAGES

- A. If required, liquidated damages shall be assessed in accordance with the Contract Documents. Refer to Section 00700 – General Conditions, paragraph 12.01 and Section 00800. See Supplementary Conditions, paragraph SC-12.01 for additional information.

END OF SECTION

SECTION 02180 – CLEARING AND GRUBBING

PART 1 - GENERAL

1.01 SUMMARY

- A. Clearing and grubbing, within the Site and as indicated in the Contract Documents, shall consist of the removal and disposal of all trees, stumps, roots, logs, shrubs, grass, weeds, fallen timber, trash (surface and buried), buildings, foundations, fences and all other material designated for removal and disposal.

1.02 SPECIFICATION MODIFICATIONS

- A. It is understood that throughout this section these Specifications may be modified by appropriate items in Section 01015 – Specific Project Requirements and as indicated in the Contract Documents.

1.03 RELATED SECTIONS

- A. Section 01015 – Specific Project Requirements.
- B. Section 02190 – Demolition.
- C. Section 02200 – Earthwork.
- D. Section 02575 – Restoration.
- E. Section 02949 – Tree Protection, Removal and Replacement.

1.04 CODES AND STANDARDS

- A. Note used.

1.05 DEFINITIONS

- A. Clearing – The removal and disposal of all materials such as trees, brush, fallen timber and other materials found on or above the surface of the site. It shall include, but is not limited to, the removal of the following: buildings (see also Section 02190 – Demolition), fences, lumber, trash and other waste. Salvaging and disposing of the materials shall be as specified in this section and in the Contract Documents.
- B. Scalping – The removal and disposal of material such as: sod, grass, weeds, agricultural crops, bushes, brush and all decayed vegetative matter from the surface of the ground without disturbing the earth more than is necessary.
- C. Grubbing – The removal and disposal of all material such as stumps, roots, buried debris, foundations and trash encountered below the surface of the ground that has not been included in the description of clearing.
- D. Trees – Woody growth having a diameter of 2 inches or greater as measured 4.5 feet above the ground.
- E. Brush – Dense vegetation consisting of shrubs, bushes and small trees less than 2 inches in diameter as measured 4.5 feet above the ground.

1.06 INFORMATION PROVIDED BY THE CITY

- A. As provided in the Contract Documents.

1.07 SUBMITTALS

- A. Submit as specified in Section 01300 – Submittals.
- B. Other Submittals:
 - 1. All permits required for the Work specified in this section.

2. Landfill Information. The Contractor shall submit for review and approval all proposed landfill sites to be used for the disposal of debris resulting from clearing and grubbing.

1.08 QUALITY ASSURANCE

- A. The Contractor is responsible for the quality assurance and quality control of the Work.

1.09 PRODUCT DELIVERY, STORAGE AND HANDLING

- A. Salvaged materials shall be handled, stored and delivered as specified in Section 01015 – Specific Project Requirements.

1.10 LIMITS OF WORK

- A. The limits of clearing and grubbing shall extend to the construction limits unless otherwise shown on the Drawings. Clearing should only occur in those areas required for construction within a six-month period.
- B. Large projects shall be cleared and grubbed as construction progresses. Mass clearing and grubbing shall be avoided.
- C. An undisturbed strip of not less than 25 feet in width consisting of existing grass or other vegetation shall be kept in place around the perimeter of the construction site and protected from damage. The Contractor shall scalp only those areas necessary for the construction of the project.

PART 2 - PRODUCTS

Not used.

PART 3 - EXECUTION

3.01 PERIMETER EROSION AND SEDIMENT CONTROLS

- A. Perimeter erosion and sediment controls shall be installed prior to the start of clearing and grubbing the Site.
- B. When needed for the installation of perimeter controls, limited clearing and grubbing will be allowed to accommodate the Contractor's perimeter installation operation.

3.02 PRESERVATION OF TREES

- A. All work associated with trees shall be done in accordance with Section 02949 - Tree Protection, Removal and Replacement. No trees shall be removed outside the excavated area or outside filled areas, unless their removal is indicated on the Drawings or as authorized by the City in accordance with Section 02949.
- B. Trees left standing shall be protected from permanent damage by construction operations in accordance with Section 02949 - Tree Protection, Removal and Replacement.

3.03 NOTIFICATIONS

- A. The Contractor shall notify property owners at least one (1) week in advance of removing any special plantings (flowers, ornamental trees, bushes, plants, etc...) so that the property owner has a reasonable opportunity to transplant prior to the Contractor's work activities.

3.04 CLEARING

- A. Trees located within the permanent easement and temporary construction easement shall be removed as indicated on the Drawings and in accordance with Section 02949.

- B. Clearing shall consist of removing all materials such as trees, brush, downed timber, trash, waste and other objectionable materials found on or above the surface of the site.
- C. The Contractor shall tag or identify existing trees, shrubs and landscape materials to be removed; and obtain City approval prior to removal in accordance with Section 02949.

3.05 SCALPING

- A. Scalping shall include the removal and disposal of material such as: sod, grass, weeds, agricultural crops, bushes, brush and all decayed vegetative matter from the surface of the ground without disturbing the earth more than is necessary.

3.06 GRUBBING

- A. Grubbing shall consist of the removal and disposal of all material such as stumps, roots, buried debris, foundations and trash encountered below the surface of the ground that has not been included in the description of clearing.
- B. The vegetative matter shall be removed to the following depths:
 - 1. A minimum depth of 12 inches below ground line or subgrade, whichever is lower.
 - 2. A minimum depth of 18 inches below ground line or subgrade, whichever is lower, at water containment areas (berms, dams, levees, lagoons, ponds, dikes etc.).
- C. Remove and dispose of all stumps, roots and other vegetative matter larger than 2 inches in diameter.
- D. When materials encountered below grade that are detrimental to the proposed improvement, the material shall be removed to a depth necessary to provide adequate space for installation and support for the proposed improvement.

3.07 EMBANKMENT AREAS

- A. Unless otherwise noted on the plans, where undisturbed stumps and roots are encountered and the fill depth will exceed 3 feet, the stumps and roots may be left in place provided they do not extend above final grade.

3.08 BORROW AREAS

- A. All stumps, roots and other objectionable matter shall be removed from the borrow material used for embankment or fill. The borrow area shall be left in a well-drained and smooth condition and restored in accordance with Section 02575 – Restoration.

3.09 BACKFILL

- A. Backfill all holes, pits and depressions resulting from clearing and grubbing.
- B. Backfill with suitable material placed and compacted in conformance with Section 02200 – Earthwork and grade the area to drain.

3.10 DISPOSAL OF MATERIAL

- A. Dispose of all materials from the clearing and grubbing operations at a City approved location, as arranged for by Contractor, at no additional cost to City.
- B. Unless otherwise specified in Section 01015 – Specific Project Requirements or other portions of the Contract Documents, the Contractor may claim and salvage any material which the Contractor may consider of value but shall not delay any work associated with the Contract by the salvaging operations.
- C. Open burning of brush or debris on the Site is not allowed unless approved by the City. If approved by the City, the Contractor shall obtain all permits required for open burning.

END OF SECTION

SECTION 02200 – EARTHWORK

PART 1 - GENERAL

1.01 SUMMARY

- A. This section covers earthwork associated with general excavation, backfill and compaction required for the Work.
- B. This section also covers the handling, storage, transportation and disposal of all excavated material; sheeting and shoring, subgrade preparation, dewatering as necessary or required, protection of adjacent property, construction of fills and embankments, surfacing and grading; and other appurtenant work.
- C. Additional requirements for excavation, backfill and compaction for trenching can be found in Section 02250 – Trenching, Pipe Embedment and Backfill.

1.02 SPECIFICATION MODIFICATIONS

- A. It is understood that throughout this section these Specifications may be modified by appropriate items in Section 01015 – Specific Project Requirements or as otherwise indicated on the Contract Drawings.

1.03 RELATED SECTIONS

- A. Section 00700 – General Conditions.
- B. Section 01000 – General Project Requirements.
- C. Section 01015 – Specific Project Requirements.
- D. Section 02180 – Clearing and Grubbing.
- E. Section 02190 – Demolition.
- F. Section 02250 – Trenching, Pipe Embedment and Backfill.
- G. Section 02230 – Geotextiles.
- H. Section 02930 – Seeding.
- I. Section 02931 – Sodding.

1.04 CODES AND STANDARDS

- A. The publications listed below form a part of this specification to the extent referenced. The publications are referred to within the text by the basic designation only.
- B. American Society for Testing and Materials (ASTM):
 - ASTM D698 Standard Test Methods for Laboratory Compaction Characteristics of Soils Using Standard Effort (12,400 ft-lbf/ft³).
 - ASTM D1556 Standard Test Method for Density and Unit Weight of Soil in Place by Sand-Cone Method.
 - ASTM D2167 Standard Test Method for Density and Unit Weight of Soil in Place by the Rubber Balloon Method.
 - ASTM D4318 Standard Test Methods for Liquid Limit, Plastic Limit and Plasticity Index of Soils.
 - ASTM D4546 Standard Test Method for One-Dimensional Swell or Collapse of Soils.
 - ASTM D6938 Standard Test Method for In-Place Density and Water Content of Soil and Soil-Aggregate by Nuclear Methods (Shallow Depth).

- C. City of Kansas City, Missouri Department of Public Works, Construction and Material Specifications (<http://kcmo.gov/publicworks/design-construction-standards/>) KCMO PW 2202, Subsection 2202, Untreated Compacted Aggregate.
- D. Kansas Department of Transportation, Standard Specification and Construction Manual, Division 1100, Aggregates.
- E. Missouri Department of Transportation, Missouri Standard Specifications for Highway Construction, Division 1000, Materials Details.

1.05 DEFINITIONS

- A. Paved Areas – Areas for which the final surfacing will be street pavement, shoulders, driveways, parking lots, curbs, gutters, sidewalks, gravel roads or other surface features.
- B. Unpaved Areas – Areas for which the final surfacing will be in a green space.

1.06 INFORMATION PROVIDED BY THE CITY

- A. As provided in the Contract Documents.

1.07 SUBMITTALS

- A. Submit as specified in Section 01300 – Submittals.
- B. Shop Drawings:
 - 1. Sheeting and Shoring Plan – Prior to excavation, the Contractor shall submit a shoring design that is signed and sealed by a registered professional engineer in the State of Missouri for all excavations greater than twenty (20) feet in depth (in accordance with 29 CFR Part 1926 - OSHA Subpart P - Excavations and Trenches). Submittal will be for informational purposes only.
- C. Testing Reports:
 - 1. Laboratory testing results for proposed Borrow Materials.
 - 2. Laboratory testing results and quarry control reports for Granular Material.
 - 3. Laboratory testing results for and quarry control reports Granular Bedding.
 - 4. Moisture-density (Proctor) test results.
 - 5. In-Place Density test results.
- D. Other Submittals:
 - 1. Commercial Laboratory – submit name, contact information and certification of the commercial testing laboratory required by paragraph 1.08.
 - 2. Blasting (as applicable):
 - (a) Pre-blast survey.
 - (b) Monitoring Plan.
 - (c) Permit for blasting.
 - (d) Post-blast survey.

1.08 QUALITY ASSURANCE

- A. The Contractor is responsible for the quality assurance and quality control of the Work.
- B. Sampling and Testing:
 - 1. Tests to determine conformance with all requirements of this Specification for quality and properties of all Contractor-secured materials, including borrow materials proposed for use, shall be performed by an independent, state-certified, commercial laboratory retained and compensated by the Contractor and approved by the City/Design Professional.

2. All work associated with QUALITY ASSURANCE shall be included in the Bid Price and will be incidental to the Work. No separate measurement or payment will be made.

1.09 PRODUCT DELIVERY, STORAGE AND HANDLING

- A. The City will furnish the Site in accordance with Section 00700 – General Conditions.
- B. See Section 01000 – General Project Requirements, paragraph EASEMENTS AND RIGHT-OF-WAY for use of private property for delivery, storage and handling.
- C. Perform in a manner to prevent contamination or segregation of materials.

1.10 EXISTING UTILITIES

- A. The Contractor shall notify utilities prior to excavation in accordance with Section 00700 – General Conditions, Article 6 – Contractor’s Responsibilities, paragraph NOTIFICATION OF UTILITIES.
- B. Movement of construction machinery and equipment over pipes and utilities during construction is at the Contractor's sole risk.
- C. For work immediately adjacent to or for excavations exposing a utility or other buried obstruction, excavate by hand, start hand excavation on each side of the indicated obstruction and continue until the obstruction is uncovered or until clearance for the new grade is assured.
- D. Support uncovered lines or other existing work affected by the excavation until approval for backfill is granted by the City.
- E. Report damage to utility lines or subsurface construction immediately to the City.

PART 2 - PRODUCTS

2.01 MATERIALS ENCOUNTERED

- A. Suitable Materials – Materials suitable for use in backfill, fill and embankment include job excavated or borrow material that is free of debris, roots, organic matter, frozen matter and shale particles/rock/stone or gravel with all dimensions less than 2 inches:
 1. Cohesion-less materials include gravels, gravel-sand mixtures, sands and gravelly sands; generally exclusive of clayey and silty material with the following properties:
 - (a) Free-draining.
 - (b) Impact compaction will not produce a well-defined moisture-density relationship curve.
 - (c) Maximum density by impact methods will generally be less than by vibratory methods.
 - (d) Generally less than 15% by dry weight of soil particles pass a No. 200 sieve.
 2. Cohesive materials include materials made up predominately of silts and clays generally exclusive of sands and gravel with the following properties:
 - (a) Impact compaction will produce a well-defined moisture-density relationship curve.
 - (b) Are not free draining.
- B. Unsuitable Materials – Materials unsuitable for use in backfill, fill and embankment include all material that contains debris, roots, organic matter, frozen matter, shale particles/rock/stone or gravel with any dimension greater than 2 inches.

Additionally, as determined by the City/Design Professional, any other materials that are too wet or otherwise unsuitable for providing a stable subgrade or stable foundation for structures or trenches.

C. Material used for embankment or fill:

1. For soils used below structural elements (such as: footings, slabs, pavements and mats), the portion of material passing the No. 40 sieve shall have a liquid limit not exceeding 40 and a plasticity index not exceeding 25 when tested in accordance with ASTM D4318.

2.02 TOPSOIL

- A. On-Site Topsoil – Surface soil stripped and stockpiled on site and modified as necessary to meet the requirements specified herein. When available, topsoil must be existing surface soil stripped and stockpiled on the Site.
- B. Off-Site Topsoil – Conform to requirements specified herein. Additional topsoil must be furnished by the Contractor.
- C. Composition – Natural, friable soil representative of productive, well-drained soils in the area, free of subsoil, stumps, rocks larger than 1- inch diameter, brush, weeds, toxic substances and other material detrimental to plant growth. Amend topsoil pH range to obtain a pH of 5.5 to 7.
- D. Topsoil shall be of a quality at least equal to the existing topsoil in adjacent areas, free from trash, stones, debris and well suited to support plant growth.

2.03 SOIL CONDITIONS

- A. All Materials encountered, regardless of type, character composition and condition shall be considered "unclassified" for the purpose of payment. Determine quantity of various materials to be excavated prior to submitting Bid. Rock encountered shall be handled at no extra cost to City.

2.04 WASTE MATERIALS

- A. Waste materials, as described for purposes of this Section, consist of unsuitable materials such as: rock, surplus excavated material, demolition debris and other materials considered unacceptable for use as fill.
- B. Waste materials shall not include environmental pollutants, hazardous substances, contaminated products, by-products, samples or waste materials of any kind that are regulated under environmental laws.
- C. Dispose of Demolition Debris in accordance with Section 02190 – Demolition. Dispose of other waste materials in accordance with Paragraph DISPOSAL OF EXCAVATED MATERIALS.

2.05 BORROW MATERIALS

- A. Suitable fill materials, granular materials and topsoil obtained from locations arranged for by Contractor (off the Site) are required to the extent sufficient suitable materials cannot be obtained from excavation and trenching.
- B. Borrow materials shall not exhibit characteristics of high shrink or swell potential as determined from Atterberg limit tests (ASTM D4318) and/or swell tests (ASTM D4546) unless otherwise specified herein.

2.06 GRANULAR FILL MATERIAL

- A. Granular fill material shall consist of crushed stone, sand and gravel or reclaimed asphalt or concrete. The aggregate shall not contain more than 15 percent deleterious

rock and shale. The fraction passing the No. 40 sieve shall have a plasticity index not to exceed six. Any sand, silt, clay and any deleterious rock and shale shall be uniformly distributed throughout the material.

- B. Reclaimed asphalt or concrete materials meeting the requirements of aggregate must be approved for use by the City.
- C. Granular fill material shall be in accordance with the following gradation requirements defined in Table 1 below:

Table 1. Gradation for Granular Fill Material

Sieve Size	Mass Percent Passing		
	MoDOT Type 5	KDOT Type AB-3	KCMO PW 2202**
2 inch		100	
1 ½ inch		95 to 100	
1 ¼ inch			100
1 inch	100		72 to 100
¾ inch		70 to 95	60 to 90
½ inch	60 to 90		
3/8 inch			43 to 74
No. 4	35 to 60	40 to 65	28 to 60
No. 8		30 to 55	
No. 10			16 to 40
No. 30	10-35		
No. 40		16 to 40	3 to 22
No. 200	0-15	8 to 20*	0 to 15**
* For Type AB-3, the fraction passing the No. 200 sieve shall not exceed ¾ of the fraction passing the No. 40 sieve. ** For KCMO PW 2200, the difference between Mass Percent Passing of successive sieve sizes shall not exceed 25%. That fraction of material passing the No. 40 sieve shall have a plasticity index not to exceed 8.			

- 1. MoDOT Type 5 material shall conform to Missouri Department of Transportation, Standard Specifications for Highway Construction, Section 1007, Type 5 Aggregate.
- 2. KDOT Type AB-3 material shall conform to Kansas Department of Transportation, Standard Specification and Construction Manual, Division 1100, Aggregates.

2.07 GEOTEXTILE

- A. Geotextile shall conform to the requirements of Section 02230 – Geotextiles.

2.08 CONTROLLED LOW STRENGTH MATERIAL (CLSM)

- A. See Section 02250 – Trenching, Pipe Embedment and Backfill.

PART 3 - EXECUTION

3.01 DEMOLITION

- A. Demolition shall be conducted in accordance with Section 02190 – Demolition.

3.02 CLEARING AND GRUBBING

- A. Perform clearing and grubbing, in accordance with Section 02180 – Clearing and Grubbing, as indicated and as required to perform the Work.

3.03 STRIPPING

- A. Stripping shall consist of scraping areas clean of all brush, grass, weeds, roots and other materials.
- B. Remove topsoil from areas within limits of excavation, trenching, borrow and areas designated to receive fill.
- C. Strip to a minimum depth of 6 inches, but to a sufficient depth to remove excessive roots in heavy vegetation, unsuitable material or brush areas and as required to remove all soil containing organic material or segregate topsoil.
- D. Stockpile topsoil in areas designated or approved by the City/Design Professional where it will not interfere with construction operations or existing facilities. Stabilize and protect stockpiles from runoff per the SWPPP plan.

3.04 GENERAL REQUIREMENTS FOR OPEN EXCAVATIONS

- A. Excavations shall be restored to the level of the adjacent surfaces as soon as practicable.
- B. Unsupervised or unprotected excavations are prohibited. The Contractor shall adhere to the City's no open excavation policy.
- C. Protective Measures in Paved Areas:
 - 1. Excavations within paved areas shall be protected and secured in accordance with existing federal, state and local codes and standards. This includes, but not limited to, the most current edition of the Manual of Uniform Traffic Control Devices.
- D. Protective Measures Unpaved Areas:
 - 1. Supervision – As a temporary measure, the Contractor may provide personnel to supervise an open excavation that is not otherwise protected. Supervision shall ensure that the public is protected and shall serve the same function as a protective cover or fencing. A protective cover or fencing shall be installed for all excavations that are not supervised.
 - 2. Protective Cover – A protective cover shall be installed over the excavation so that it can sustain the weight of any persons and/or objects placed upon it. The cover shall be of sufficient weight or fixed to the ground so it cannot be moved. Protective covers shall have no opening(s) or protuberance(s) of sufficient size to cause a fall or injury. Advance warning devices shall be installed as required by the City/Design Professional.
 - 3. Fencing – Any excavation that is not covered shall be fenced in so that it surrounds the entire excavation area and prevents entry. The fencing shall be a minimum of 42 inches in height. The fence shall be secured and upright at all times.
- E. Inspection and Maintenance – Protective measures (coverings and fences) shall be inspected by the Contractor at least daily to assure integrity. Protective measures in heavy traffic areas shall be inspected more often as necessary.

- F. Excavation permits shall be secured prior to starting the work.

3.05 EXCAVATION

- A. Excavations shall provide adequate working space and clearances for the work to be performed therein and for installation and removal of concrete forms.
- B. In no case shall excavation faces be undercut for extended footings.
- C. Subgrade surfaces shall be clean and free of loose material of any kind when concrete is placed thereon.
- D. Classification of Excavated Materials – No classification of excavated materials will be made. Excavation and trenching work shall include the removal and subsequent handling of all materials excavated or otherwise removed in performance of the work, regardless of the type, character, composition or condition thereof.

3.06 BLASTING

- A. Unless otherwise noted in Section 01015 – Specific Project Requirements, blasting or other use of explosives for excavation will not be permitted
- B. If allowed, blasting shall conform to all applicable ordinances, rules, regulations, permit requirements including Kansas City, Missouri Ordinance 180591 and the Missouri Blasting and Safety Act.
- C. Contractor shall provide a plan for pre-blast surveys, monitoring during blasting and post blast surveys to City prior to use of explosives.
- D. All existing safety regulations, permits, laws and ordinances regarding the storage, transportation and use of explosives shall be observed.
- E. Blasting will be permitted only when proper precautions are taken for the protection of all persons, the work, private property and public utilities from damage or injury. Any damage done by blasting will be repaired by the Contractor at no additional cost to the City.

3.07 DEWATERING

- A. Dewatering equipment shall be provided to remove and dispose of all surface water and groundwater entering excavations, trenches or other parts of the Work.
- B. To prevent damage from hydrostatic pressure, flotation or other cause, all excavations shall be protected and kept dry during subgrade preparation and continually thereafter until the structure is built or the pipe is installed and the area is backfilled.
- C. All excavations for concrete structures or trenches which extend down to or below groundwater shall be dewatered by lowering and keeping the groundwater level beneath such excavations 12 inches or more below the bottom of the excavation.
- D. Surface water shall be diverted or otherwise prevented from entering excavations or trenches to the greatest extent possible without causing damage to adjacent property.
- E. If the material within the excavation becomes unsuitable or unstable as a result of the Contractor's inability to implement adequate surface diversion or dewatering measures, then the Contractor shall remove unsuitable materials and replace with approved compacted fill material as directed by City and at no additional cost to the City.
- F. Surface water and groundwater that contains silt and soil shall not be disposed of without pre-treatment.
- G. The Contractor is responsible for the condition of any pipe, conduit or drainage way which is utilized for drainage purposes. Any such pipe, conduit or drainage way utilized shall be left clean and free of sediment.

3.08 SHEETING AND SHORING

- A. The Contractor shall provide all shoring, bracing, cribbing, trench boxes, underpinning and sheeting as necessary to support excavations.
- B. The Contractor shall provide a Sheeting and Shoring Plan that includes provisions that will accomplish the following:
 - 1. Prevent undermining of pavements, foundations and slabs.
 - 2. Prevent slippage or movement in banks or slopes adjacent to the excavation.
 - 3. Allow for the abandonment of shoring and sheeting materials in place in critical areas as the Work is completed. In these areas, backfill the excavation to within 3 feet of the finished grade and remove the remaining exposed portion of the shoring before completing the backfill.
 - 4. Except where banks are cut back on a stable slope, excavations for structures shall be supported as necessary to prevent caving or sliding.
 - 5. Excavations shall provide adequate working space and clearances for the Work to be performed.
 - 6. Undercutting of excavation faces is prohibited.

3.09 BACKFILL AND COMPACTION

- A. See Section 02250 – Trenching, Pipe Embedment and Backfill for additional requirements.
- B. Fills and embankments shall be constructed to the lines and grades indicated on the Drawings, using suitable material or as specified in Section 01015 – Specific Project Requirements.
- C. Weather Limitations – Construction of fills and embankments during freezing weather shall not be done except by permission of the City/Design Professional. No fill or embankment materials shall be installed on frozen surfaces, nor shall froze material, snow or ice be placed in the fill or embankment.
- D. To the extent possible, excess suitable material obtained from trench excavation can be used for the construction of fills and embankments. Additional material shall be provided as required.
- E. After preparation of the fill or embankment site, the subgrade shall be leveled and rolled so that surface materials of the subgrade will be compacted and well bonded with the first layer of the fill or embankment and for subsequent layers.
- F. All fill and embankment materials shall be placed in layers not to exceed 8 inches in un-compacted thickness.
- G. Material deposited in piles or rows by excavating and hauling equipment shall be spread and leveled before compacting.
- H. No shale particles, rock, gravel or stone with any dimension greater than 2 inches shall be placed in the upper 18 inches of any fill or embankment. Rocks or stones within the allowable size limit may be incorporated in the remainder of fills and embankments, provided they are distributed so that they do not interfere with proper compaction.
- I. The material in each layer shall be wetted or dried as required and thoroughly mixed to ensure uniform moisture content and adequate compaction. Each layer shall be thoroughly compacted as follows:
 - 1. Unpaved Areas:
 - (a) 90% of maximum dry density at moisture content range from 3% below optimum to 2% above optimum as determined by ASTM D698.
 - (b) If the material fails to meet the density specified, compaction methods shall be altered.

2. Paved Areas:
 - (a) All subgrades below paved area and within 1 foot of a paved areas shall be compacted to 95% of maximum dry density at moisture content range from 3% below optimum to 2% above optimum as determined by ASTM D698 for the subgrade 1 foot outside of paved areas.
 - (b) If the material fails to meet the density specified, compaction methods shall be altered.
3. Project specific requirements for backfill and compaction may be modified in Section 01015 – Specific Project Requirements.
- J. Trenches in Embankments – Wherever a trench is to pass through a fill or embankment, the fill or embankment material shall be placed and compacted to an elevation not less than 36 inches above the top of pipe elevation before the trench is re-excavated.
- K. Unless otherwise specified in Section 01015 – Specific Project Requirements, trenches and pipes that pass through a water-containing embankment shall eliminate the granular embedment material and the trench bottom shall be graded to provide uniform and continuous support for the pipe. The pipe shall be embedded in embankment material containing no rocks, stones or other pervious material. The embedment material shall be compacted as specified for the embankment.

3.10 GRANULAR FILLS

- A. See Section 02250 – Trenching, Pipe Embedment and Backfill for additional requirements.
- B. Granular fill material shall be provided where indicated on the drawings.
- C. Granular fill material shall be placed on suitably prepared subgrades and compacted by vibration.
- D. Backfill and Compaction – The material in each layer shall be wetted or dried as required and thoroughly mixed to ensure uniform moisture content and adequate compaction. Each layer shall be thoroughly compacted with a vibratory compactor to 95% of maximum dry density at moisture content range from 3% below optimum to 2% above optimum as determined by ASTM D698.
- E. If the material fails to meet the density specified, compaction methods shall be altered.
- F. Where granular fills are to be covered with concrete, the top surface shall be graded to the required subgrade.

3.11 FIELD QUALITY CONTROL

- A. See Section 02250 – Trenching, Pipe Embedment and Backfill for additional requirements.
- B. Compaction Tests:
 1. Two initial gradation tests shall be made for each type of embedment, fill and backfill material used and one additional gradation test shall be made for each additional 500 tons of each material. At the sole expense of the Contractor, moisture-density (Proctor) tests, relative density tests on the materials and all in-place field density tests shall be performed by the Contractor. All tests performed shall be done in accordance with ASTM D698.
 2. The method of in-place compaction testing including density and moisture content shall be as follows:

- (a) Density - Cohesive materials: ASTM D2167, ASTM D1556 or ASTM D6938.
- (b) Density - Cohesion-less materials: ASTM D6938.
- (c) Moisture Content: ASTM D6938.
- 3. The minimum frequency of in-place compaction testing including density and moisture content will be as follows:
 - (a) At least one test for every 2,000 cubic yards of material placed in a mass fill.
 - (b) At least one test when the City suspects the quality of moisture control or effectiveness of compaction.
- 4. Any material/fill failing to meet required densities shall be removed, replaced and compacted as necessary to achieve specified results.
- 5. Removal of in-place material and replacement with approved new material will be required if scarifying and re-compaction do not produce the required densities.

3.12 EQUIPMENT

- A. The Contractor shall utilize appropriate equipment to obtain the compaction requirements specified. Acceptable equipment includes, but is not limited to, the following:
 - 1. Tamping Rollers.
 - 2. Pneumatic Rollers.
 - 3. Vibratory Rollers.
 - 4. Other methods that have been tested and have been shown to meet the specified compaction rates.
- B. Power tampers or rammers shall be used for the compaction of material in areas where it is impractical or unsafe to use heavy equipment or as recommended by the City.
- C. Vibratory plate compactors, manual or attached to excavation equipment, may be used for consolidation of embedment and compaction of granular fill in areas where it is impractical or unsafe to use heavy equipment or as recommended by the City.
- D. All compaction equipment is subject to the approval of the City/Design Professional.

3.13 FINAL GRADING AND PLACEMENT OF TOPSOIL

- A. After all trenching, backfilling, compaction and embankments to be constructed have been rough graded, all areas shall be final graded to the indicated elevations, slopes and contours.
- B. All cuts, fills, embankments and other areas which have been disturbed or damaged by construction operations shall be surfaced with at least 6 inches of topsoil to meet final grade.
- C. Use of graders or other power equipment will be permitted for final grading and dressing slopes, provided the result is uniform and equivalent to manual methods.
- D. All surfaces shall be graded to provide effective drainage. Unless otherwise indicated, a slope of at least 1 percent shall be provided.
- E. Final grade shall be smooth, even and free from clods, rocks, stones, weeds, brush and other debris.

3.14 DISPOSAL OF EXCESS EXCAVATED MATERIALS

- A. Except as otherwise permitted, all excess excavated materials shall be disposed of off-site.
- B. Demolition Debris, see Section 02190 – Demolition.

- C. Rock – Excavated rock in excess of the amount permitted to be installed in trench backfill (see Section 02250 – Trenching, Pipe Embedment and Backfill) shall be disposed of off-site.
- D. Other Debris – Waste material and other debris encountered in during excavation shall be disposed of off-site.
- E. The disposal of waste and surplus excavated materials, including hauling, handling and grading is incidental to Earthwork. No separate measurement or payment shall be made.

3.15 SEEDING AND SODDING

- A. All areas disturbed by the Contractor's operations shall be seeded or sodded according to the requirements of Section 02930 – Seeding or Section 02931-Sodding.

3.16 SETTLEMENT

- A. The Contractor is solely responsible for all settlement which may occur within the correction period (as stipulated in the General Conditions and Supplementary Conditions). Within 30 days after notice from the City, the Contractor shall make all settlement repairs and the associated restoration caused by correcting the settlement.

END OF SECTION

SECTION 02230 – GEOTEXTILES

PART 1 - GENERAL

1.01 SUMMARY

- A. This section covers the furnishing of all labor, materials and equipment for the placement of geotextiles. This section is suitable for applications where the geotextile is used as a separation material to prevent mixing of dissimilar material and to control migration of backfill material through granular pipe embedment and joints in structural elements. Applications include, but are not limited to, the following:
 - 1. Geotextile above granular drainage layers.
 - 2. Geotextile below granular drainage layers.
 - 3. Geotextile around granular pipe embedment.
 - 4. Geotextile above the cover soil.
 - 5. Geotextile below the cohesive material layer.
 - 6. Geotextile as a bedding material for riprap.
- B. This section does not cover geotextiles used for temporary silt fence, permanent erosion control, erosion control blankets, turf reinforcement mats or pavement applications.

1.02 SPECIFICATION MODIFICATIONS

- A. It is understood that throughout this section these Specifications may be modified by appropriate items in Section 01015 – Specific Project Requirements or as otherwise indicated on the Contract Drawings.

1.03 RELATED SECTIONS

- A. Section 01015 – Specific Project Requirements.
- B. Section 02200 – Earthwork.
- C. Section 02250 – Trenching, Pipe Embedment and Backfill.
- D. Section 02273 – Riprap.

1.04 CODES AND STANDARDS

- A. The publications listed below form a part of this specification to the extent referenced. The publications are referred to within the text by the basic designation only.
- B. American Association of State Highway and Transportation Officials (AASHTO):
 - AASHTO M288 Standard Specification for Geotextile Specification for Highway Applications.
- C. American Society for Testing and Materials (ASTM):
 - ASTM D4873 Standard Guide for Identification, Storage and Handling Geotextile Rolls and Samples.

1.05 SUBMITTALS

- A. Submit as specified in Section 01300 – Submittals.
- B. Product Data submittals:
 - 1. Geotextile Material:
 - (a) 12-inch square sample of fabric.
 - (b) Manufacturer's descriptive product data.

- (c) Manufacturer's installation instructions.
- C. Certificates submittals:
 - 1. Geotextile Material – Furnish manufacturer's certification for each lot of material furnished. Certificate shall state the name of the manufacturer and the chemical composition of all materials, filaments or yarns used to manufacture. The Certificate shall state that the material supplied is in accordance with this specification. The certification shall also include the results of tests from specific lots for all specified requirements. Additionally, the certification shall contain a statement by the manufacturer that the material meets the requirements of AASHTO M288 and the Class/Classes specified for the project.

1.06 PRODUCT DELIVERY, STORAGE AND HANDLING

- A. Store and handle geotextiles according to ASTM D4873. Do not use torn or punctured geotextiles.
- B. Receive, store and handle geotextile materials as recommended by manufacturer.
- C. Completely cover all materials while being stored on-site.
- D. Damaged material shall be cut out and removed from the site.

PART 2 - PRODUCTS

2.01 GEOTEXTILE

- A. A fibrous filter fabric shall be installed below the bedding material to increase soil stabilization.
- B. Geotextile shall be manufactured with new, high quality materials designed specifically for filtering out soil fines while maintaining good drainage characteristics.
- C. Geotextile shall be manufactured and packaged so as to be free of tears, punctures and contamination by foreign matter. Any such defect found in the material on-site shall be repaired or replaced in accordance with the manufacturer's recommendations.
- D. Geotextile shall be woven or nonwoven, polyester or polypropylene material that complies with the physical and geotextile property requirements for subsurface drainage, separation and stabilization in accordance with AASHTO M288.
 - 1. Subsurface Drainage Geotextile:
 - (a) Subsurface drainage geotextile shall be used as a filter to protect drainage media from clogging with fines from adjacent soil. Typical applications include the lining of drainage trenches and the wrapping of drain pipes.
 - (b) The minimum permittivity shall be 1.0 sec-1.
 - (c) Material shall be AASHTO M288, Class 2.
 - 2. Separation Geotextile:
 - (a) Separation geotextile shall be used as a material to prevent the mixing of dissimilar material and to control migration of backfill material through granular pipe embedment or joints in structural elements. Additionally, separation geotextiles shall be used as a bedding material/filter layer for riprap.
 - (b) The minimum permittivity shall be 1.0 sec-1.
 - (c) The material shall be AASHTO M288, Class 1.
- E. The type of geotextile (either woven or nonwoven) shall be as indicated on the Drawings or as specified in Section 01015 – Specific Project Requirements.

PART 3 - EXECUTION

3.01 SUBGRADE PREPARATION

- A. Prepare subgrade in accordance with Section 02200 – Earthwork or Section 02273 – Riprap.
- B. All surfaces to be lined shall be smooth, free of all debris, foreign material and sharp objects.
- C. All surfaces to be lined shall have a firm foundation with no sharp or abrupt breaks in grade.
- D. Do not place fabric on snow or standing water. Prior to fabric installation, all surfaces to be lined shall be dry – free of standing water and surface moisture.

3.02 INSTALLATION

- A. Install geotextile on prepared surfaces following procedures specified herein and in accordance with the manufacturer's installation instructions.
- B. Unroll panels as close to their final position as possible.
- C. Filter fabric joints shall be lapped in accordance with the manufacturer's installation instructions, but not less than least 3 feet.
- D. A minimum 2 percent slack shall be provided in both directions.
- E. Fabric shall be installed in conformity with all other manufacturer's requirements.
- F. Adhere to the following stipulations while working with or near geotextile fabric:
 - 1. Smoking is prohibited.
 - 2. Remove all glass, metal and other sharp objects from the application area.
 - 3. No construction installation equipment shall pass over any exposed fabric.
 - 4. Geotextile shall be covered within 5 calendar days after placement.
 - 5. As applicable, the placement of cover soil shall be by low pressure equipment (2-4 psi). Place cover soil in the direction of the seam overlaps and in a manner that does not pull, separate or puncture the geotextile. Spreading equipment and hauling equipment shall not make sudden stops or sharp turns when spreading cover soil over the geotextile.

3.03 INSTALLATION FOR TRENCH APPLICATIONS

- A. See Section 02250 – Trenching, Pipe Embedment and Backfill for additional requirements.

END OF SECTION

SECTION 02273 – RIPRAP

PART 1 - GENERAL

1.01 SUMMARY

- A. This section covers the furnishing of all labor, materials and equipment for the placing of riprap at the locations and to the lines and grades shown on the drawings. This section is suitable for the following applications:
 - 1. Ditch lining.
 - 2. Culvert aprons.
 - 3. Streambank stabilization.
 - 4. Erosion control measures.

1.02 SPECIFICATION MODIFICATIONS

- A. It is understood that throughout this section these Specifications may be modified by appropriate items in Section 01015 – Specific Project Requirements, or as otherwise indicated on the Contract Drawings.

1.03 RELATED SECTIONS

- A. Section 01015 – Specific Project Requirements.
- B. Section 01570 – Temporary Erosion and Sediment Control.
- C. Section 02180 – Clearing and Grubbing.
- D. Section 02200 – Earthwork.
- E. Section 02230 – Geotextiles.
- F. Section 03000 – Miscellaneous Concrete.

1.04 CODES AND STANDARDS

- A. The publications listed below form a part of this specification to the extent referenced. The publications are referred to within the text by the basic designation only.
- B. American Association of State Highway and Transportation Officials (AASHTO):
 - AASHTO M288 Standard Specification for Geotextile Specification for Highway Applications.
- C. American Society for Testing and Materials (ASTM):
 - ASTM C33 Standard Specification for Concrete Aggregate.
 - ASTM D75 Standard Practice for Sampling Aggregates.
 - ASTM C88 Soundness of Aggregates by Use of Sodium Sulfate or Magnesium Sulfate.
 - ASTM C127 Standard Test Method for Density, Relative Density (Specific Gravity), and Absorption of Coarse Aggregate
 - ASTM C136 Standard Test Method for Sieve Analysis of Fine and Course Aggregate.
 - ASTM D1682 Standard Test for Breaking Load and Elongation of Textile Fabrics.
 - ASTM D4992 Evaluation of Rock to be Used for Erosion Control
 - ASTM D5312 Evaluation of Durability of Rock for Erosion Control Under Freezing and Thawing Conditions
 - ASTM D5313 Evaluation of Durability of Rock for Erosion Control Under Freezing and Thawing Conditions

1.05 SUBMITTALS

- A. Submit as specified in Section 01300 – Submittals.
- B. Certified test reports, indicating compliance with the requirements of these specifications, must be received and approved by the City prior to the delivery of any materials to the site.
- C. Test Reports:
 - 1. Contractor shall submit certified test reports from a qualified independent testing laboratory, selected and compensated by Contractor. Selection of the independent testing laboratory shall be subject to the City's approval. No materials shall be used until approval of the designated source is obtained. The approval of a source shall not be construed as approval of all materials from that source. Material from certain areas, strata, or channels within the approved source may be rejected. The acceptability of the stone is subject to final approval by the City.
 - 2. Soundness Tests: Soundness of parent material for riprap shall be tested in accordance with ASTM C88.
 - 3. Riprap Gradation: Gradation of riprap (determined from a sample size of not less than 1-1/2 cubic yards) shall be done in accordance with ASTM C136 and D75.
 - 4. Riprap Bedding Gradation: Gradation of bedding materials shall be done in accordance with ASTM C136 and D75.
- D. Certificates:
 - 1. Quarry Information: Riprap shall be obtained from a quarry and ledge approved by the Missouri Department of Transportation or the U.S. Army Corps of Engineers, Kansas City District. Contractor shall submit information on the quarry from which the riprap will be obtained. The geologic unit that is the source of the riprap must be pre-approved by a Geologist, registered in the State of Missouri, selected and compensated by the Contractor. The source and the materials proposed for use shall be acceptable to the City before riprap operations are started.
 - 2. Geotextile: Furnish manufacturer's certification for each lot of material furnished stating the name of the manufacturer, the chemical composition of the filaments or yarns and certifying that the material supplied is in accordance with this specification. The certification shall include or have attached typical results of test from specific lots for all specified requirements.

1.06 QUALITY ASSURANCE

- A. The Contractor is responsible for the quality assurance and quality control of the Work.
- B. Experience: All riprap work shall be performed by a contractor having demonstrated experience in riprap placement on projects of similar size. The work shall be prepared by experienced personnel who are familiar with the required work and who are under the supervision of a qualified foreman at all times when the work is in progress. The contractor shall have access to all equipment necessary to perform the work.
- C. As an additional measure of quality control, the City may request to conduct a visual inspection of the quarry ledge and/or stockpiles prior to delivery of the material to the

Site. If such an inspection is requested, the Contractor shall make arrangements with the quarry and participate in the inspection.

- D. Curing Time: Stone shall be cured for a minimum of 30 calendar days before being shipped to the project site to allow freshly quarried stone to cure. City can waive requirement if the stone has characteristics that make curing unnecessary. Conduct curing operations on freshly quarried stone to allow it to release stored energy and moisture and to allow the stone to demonstrate that it will not fracture during the energy release and drying-out phase.
- E. Quarrying Exclusion Period: Stone quarried between the 15th of October and the 15th of April will not be approved for use in the project. If the stone is not affected by freeze-thaw cycles, and the durability history of the stone demonstrates that quarrying during the exclusion period has no adverse effect on the durability of the stone and the City approves the use of the stone quarried during the exclusion period, the stone quarrying period exclusion may be waived by the City.

PART 2 - PRODUCTS

2.01 RIPRAP

- A. Stone for riprap shall be sound, hard, and durable rock, free from cracks, seams, shale partings and overburden spoil.
- B. Stone shall be approximately rectangular in cross section, free from thin, slab-like pieces. Flat or elongated stones having a small dimension less than 1/3 of the large dimension shall not be used.
- C. The quantity of stone having an elongation ratio greater than 3:1 shall not exceed 20 percent by weight.
- D. Deleterious substances such as shale and clay balls (in material retained on the ½-inch sieve) shall not exceed 7 percent by weight.
- E. The minimum weight of stone shall be 160 pounds per cubic foot as computed by multiplying the specific gravity (bulk-saturated surface dry basis) determined in accordance with ASTM D127 times 62.3 pounds per cubic foot.
- F. Stone maximum loss not more than 10% on stone when subjected to freezing and thawing or wetting and drying shall be in accordance with ASTM D5312 and D5313, respectively.
- G. Not more than 10% of the stone shall show splitting, crumbling, or spalling when subjected to 5 cycles of the sodium soundness test as required by ASTM C88.
- H. Perform gradation tests to assure compliance with contract requirements in accordance with ASTM D5519, Test Method A.
- I. Gradation type shall be as called out on the Drawings. Unless otherwise indicated in Section 01015 – Specific Project Requirements, stone shall be reasonably uniformly graded as shown in Table 1 on the following page.

Table 1. Riprap Gradation and Placement Information

Criterion	Light 12*	Light 18*	Light 24	1/4 Ton	1/2 Ton	1 Ton**
Maximum Stone Size (D ₁₀₀), lbs.	85	300	600	2500	3500	8000
Predominant Stone Size (D ₅₀), lbs.	25	85	200	500	1000	2000
No More than 15% Passing Stone Size, lbs.	5	20	40	150	250	500
Minimum Course Thickness, inches	12	18	27	36	48	54
Minimum Riprap Bedding Course Thickness, inches	6	6	6	6	9	9
Placement Tolerance, inches	3	3	6	6	6	6

* Riprap types only for use in approved ditch liner and erosion control application.

** Geotextile fabric will not be allowed as a filter for these riprap types

2.02 RIPRAP BEDDING

- A. Bedding for the riprap shall be furnished prior to placement of the riprap as specified herein.
- B. Bedding shall be sound, durable limestone particles, free from cracks, seams, shale partings and soil. It shall be a natural gravel composed of hard, tough and durable particles free from adherent coatings. Bedding larger than one-inch standard sieve size shall be reasonably free from flat elongated particles.
- C. Bedding material shall meet the quality requirements of ASTM C33 and shall be reasonably well graded within the limits specified:

Table 2. Riprap Bedding Material Gradation Limits

Sieve Size	Percent Passing by Weight
3 inch	Maximum Allowable Size
1-1/2 inch	75% - 95%
1/2 inch	40% - 60%
No. 4	5% - 25%

- D. Contractor shall perform gradation tests to assure compliance with contract requirements and shall maintain detailed records. The bedding material shall be sampled in accordance with ASTM D75 and tested in accordance with ASTM C136.

2.03 GEOTEXTILE

- A. Unless otherwise indicated on the Drawings, geotextile material shall be installed below the bedding material to increase soil stabilization. See also Section 02230 – Geotextiles.
- B. Filter fabric shall be woven or nonwoven, polyester or polypropylene material that comply with the general physical and the geotextile property requirements for subsurface drainage, separation, and stabilization in AASHTO M 288.
 1. The minimum permittivity shall be 1.0 sec-1.
 2. The material shall be AASHTO Class 1.
- C. Store and handle geotextiles according to ASTM D 4873. Do not use torn or punctured geotextiles.

PART 3 - EXECUTION

3.01 SITE PREPARATION

- A. Clear and grub areas, dispose of large trees, brush and vegetation before starting construction. This work shall be done in accordance with Section 02180 – Clearing and Grubbing.
- B. Remove tree stumps and roots larger than 1 ½ inches in diameter.
- C. Backfill all excavations resulting from the clearing and grubbing operations with suitable materials in accordance with Section 02200 – Earthwork.
- D. The contractor shall arrange for and dispose of large debris off the site.
- E. Install temporary erosion control measures where shown on the drawings. Erosion control work shall be done in accordance with Section 01570 – Temporary Erosion and Sediment Control.

3.02 BASE PREPARATION

- A. Areas on which riprap is to be placed shall be graded and/or dressed to conform to the contract drawings within an allowable tolerance of plus 2 inches and minus 4 inches from the theoretical lines and grades.
- B. Where such areas are below the allowable minus tolerance limit they shall be brought to grade by fill with earth similar to the adjacent material and then compacted to a density equal to the adjacent in place material.
- C. As an alternative, these areas may be filled with riprap bedding material at no additional cost. Immediately prior to placing the geotextile or riprap bedding material, the prepared base will be inspected by the City/Design Professional and no material shall be placed thereon until that area has been approved.
- D. The City/Design Professional will inspect all subgrade material to determine conformance with indicated lines and grades.

3.03 GEOTEXTILE

- A. Geotextile shall be placed on the base and below the riprap bedding. See also Section 02230 – Geotextiles.
- B. Filter fabric joints shall be lapped in accordance with the manufacturer's installation instructions, but not less than least 3 feet.
- C. A minimum 2 percent slack shall be provided in both directions.
- D. Fabric shall be installed in conformity with all other manufacturer's requirements.

3.04 RIPRAP BEDDING

- A. Bedding shall be spread uniformly to the minimum riprap bedding course thickness as indicated in Table 1, as modified in Section 01015 – Specific Project Conditions or as indicated on the Drawings.
- B. Bedding shall be placed using methods which will avoid damage to the prepared base and geotextile.
- C. Bedding shall be placed using methods that minimize segregation.
- D. Any damage to the underlying surface during placement of the bedding shall be repaired before proceeding with the Work.
- E. Compaction of the bedding layer will not be required. However, the bedding surface shall be reasonably smooth.

3.05 RIPRAP

- A. Stone for riprap shall be placed in a manner that will produce a well-graded mass of rock. Rock riprap shall not be placed on slopes steeper than 1.5H:1V.
- B. Riprap shall be placed uniformly to the minimum course thickness indicated in Table 1, as modified in Section 01015 – Specific Project Conditions or as indicated on the Drawings.
- C. Riprap shall be placed to its full course thickness in one operation and in such a manner as to avoid displacing the riprap bedding material or damaging the geotextile.
- D. Placement shall begin at the bottom of the area to be covered and continue up the slope. Subsequent loads of material shall be placed against previously placed material in such a manner as to ensure a relatively homogenous mass.
- E. The finished riprap shall be free from objectionable pockets of small stones and clusters of larger stones.
- F. Riprap shall be placed to the lines and grades indicated on the Drawings. The placement tolerance for the finished surface shall be as indicated in Table 1. The placement tolerance is in addition to the specified course thickness.
- G. Desired distribution shall be obtained by selective loading at the quarry; by controlled dumping of successive loads during final placing; or by other methods of placement which will produce the specified results.
- H. Placing riprap in layer, hauling over riprap after placement will not be permitted. Placing riprap by dumping it at the top of the slope and pushing it down the slope shall not be permitted. Moving stone by drifting and manipulating stone by means of dozers or other blade equipment is not permitted.
- I. No equipment shall be operated on the completed stone protection system.
- J. Rearranging of individual stones shall be required to the extent necessary to obtain a well-graded distribution of stone sizes as specified above. However, manipulating stone by means of dozers or other blade equipment is not permitted.

3.06 MAINTENANCE

- A. The Contractor shall maintain the riprap until the end of the performance and maintenance period. Any riprap or material that is deteriorated, disintegrated or displaced by any cause shall be repaired to the lines and grades shown on the drawings.

END OF SECTION

SECTION 02575 – SURFACE RESTORATION

PART 1 - GENERAL

1.01 SUMMARY

- A. This section covers Work associated with surface restoration within the City's right-of-way, provided easements and other areas disturbed during construction.
- B. The Contractor shall replace all surface material and shall restore paving, curbing, sidewalks, gutters, shrubbery, fences, sod and all other surfaces disturbed or damaged by construction activities to a condition of equal or better than before the start of the Work.
- C. The Contractor shall restore the Site to conditions not less than that which existed prior to starting construction unless otherwise required by: the contract documents, permits and/or licenses.
- D. Coordinate surface restoration work with the affected property owners and the City/Design Professional. Special requests for restoration should be documented in writing and provided to the City/Design Professional.
- E. Private property on which the City has prior rights (i.e. easements, general utility easement, etc.) and/or has obtained easements, rights-of-way, licenses and/or agreements from the property owner shall be restored in conformance with these Contract Documents. Restore public property in accordance with the requirements of the department or public body having jurisdiction. Such entities include, but are not limited to, the following:
 - 1. The City of Kansas City, MO Public Works Department.
 - 2. The City of Kansas City, MO Parks and Recreation Department.
 - 3. Missouri Department of Transportation.

1.02 SPECIFICATION MODIFICATIONS

- A. It is understood that throughout this section, these Specifications may be modified by appropriate items in Section 01015 – Specific Project Requirements or as otherwise indicated in the contract documents.

1.03 RELATED SECTIONS

- A. Section 00700 – General Conditions.
- B. Section 00800 – Supplementary Conditions.
- C. Section 01000 – General Project Requirements.
- D. Section 01015 – Specific Project Requirements.
- E. Section 01320 – Construction Progress Documentation
- F. Section 01322 – Photographic and Video Documentation.
- G. Section 01566 – Cleanup Operations.
- H. Section 02200 – Earthwork.
- I. Section 02250 – Trenching, Pipe Embedment and Backfill.
- J. Section 02930 – Seeding.
- K. Section 02931 – Sodding.
- L. Section 02949 – Tree Protection, Removal and Replacement.

1.04 CODES AND STANDARDS

- A. The publications listed below form a part of this specification to the extent referenced. The most recent version of the publications are referred to within the text by the basic designation only.

- B. The City of Kansas City, Missouri Department of Public Works Construction and Material Specifications (<http://kcmo.gov/publicworks/design-construction-standards/>):
- | | |
|---------------|--|
| KCMO PW 2200* | Section 2200, Paving. |
| KCMO PW 2202 | Subsection 2202, Untreated Compacted Aggregate. |
| KCMO PW 2204 | Subsection 2204, Prime and Tack Coat. |
| KCMO PW 2209 | Subsection 2209, Curbing. |
| KCMO PW 2211 | Subsection 2211, Smoothness. |
| KCMO PW 2301 | Subsection Section 2301, Incidental Construction, Standard. Sidewalks, Sidewalk Ramps, Driveways and Bicycle/Pedestrian Paths. |
| KCMO PW 2302 | Subsection 2302 Asphalt Sidewalks, Driveways and Bicycle/Pedestrian Paths. |
| KCMO PW 2306 | Subsection 2306 Pavement Markings. |
- C. The City of Kansas City, Missouri Department of Public Works Standard Drawings (<http://kcmo.gov/publicworks/standard-drawings/>):
- | | |
|--------------|--|
| KCMO PW C* | Standard Drawing Number C, Curbs. |
| KCMO PW D-1 | Standard Drawing Number D-1, Driveway Entrances. |
| KCMO PW D-2 | Standard Drawing Number D-2, Reconstructed Driveways. |
| KCMO PW D-US | Standard Drawing Number D-US, Driveway Unimproved Streets. |
| KCMO PW SR-1 | Standard Drawing Number SR-1, Street Cut Restoration. |
- D. The City of Kansas City, Missouri Parks and Recreation Department (<https://kcparks.org/services/parks-planning-and-design-services/>):
- | | |
|-------------|--|
| KCMO PR CR* | Standard Detail Number CR, Rollback Curb and Gutter. |
| KCMO PR DC | Standard Detail Number DC, Commercial Driveway. |
| KCMO PR DR | Standard Detail Number DR, Residential Driveway. |
| KCMO PR SC | Standard Detail Number SC, Commercial Sidewalk. |
| KCMO PR SR | Standard Detail Number SR, Residential Sidewalk. |
| KCMO PR ARA | Standard Detail Number ARA, ADA Curb Ramp-Type A. |
| KCMO PR ARB | Standard Detail Number ARB, ADA Curb Ramp-Type B. |
| KCMO PR C | Standard Detail Number C, Curb. |
| KCMO PR CG | Standard Detail Number CG, Curb and Gutter. |
| KCMO PR CJ | Standard Detail Number CJ, Concrete Joint. |

*Abbreviation used within this specification section to distinguish between the standards of the Public Works Department (PW) and the Parks and Recreation Department (PR).

- E. American Society for Testing and Materials (ASTM):
- | | |
|-------------|---|
| ASTM D 422 | Standard Test Method for Particle-Size Analysis of Soils, grain-size, hydrometer analysis, hygroscopic moisture, particle-size, sieve analysis. |
| ASTM C 309 | Standard Specification for Liquid Membrane-Forming Compounds for Curing Concrete. |
| ASTM A 615 | Standard Specification for Deformed and Plain Carbon-Steel Bars for Concrete Reinforcement. |
| ASTM D 977 | Standard Specification for Emulsified Asphalt. |
| ASTM D 2397 | Standard Specification for Cationic Emulsified Asphalt. |

- | | |
|-------------|--|
| ASTM D 2027 | Standard Specification for Cutback Asphalt (Medium-Curing Type). |
| ASTM D 2028 | Standard Specification for Cutback Asphalt (Rapid Curing Type). |
| ASTM E11 | Standard Specification for Woven Wire Test Sieve Cloth and Test Sieves. |
| ASTM D448 | Standard Classification for Sizes of Aggregate for Road and Bridge Construction. |
| ASTM C131 | Standard Test Method for Resistance to Degradation of Small-Size Coarse Aggregate by Abrasion and Impact in the Los Angeles Machine. |
- F. Missouri Department of Transportation:
MoDOT Missouri Standard Specifications for Highway Construction (<https://www.modot.org/missouri-standard-specifications-highway-construction>).

1.05 DEFINITIONS

- A. Established Lawn: An Unpaved Area of soil-covered land planted with grasses which are maintained at a height of 5 inches or less. Established lawns include, but are not limited to, grassed areas associated with residential lots, businesses, parks, cemeteries, etc.
- B. Improved Street: A paved, public street, or portion thereof, that incorporates a curb and a gutter.
- C. Paved Areas: Areas for which the final surfacing will be street pavement, shoulders, driveways, parking lots, curbs, gutters, sidewalks, gravel roads, or other surface construction or structures.
- D. Site: Lands or areas indicated in the Contract Documents as being furnished by the City upon which the Work is to be performed, including rights-of-way and easements for access thereto, and such other lands furnished by the City which are designated for the use of the Contractor, or as defined in Section 00700 – General Conditions.
- E. Unpaved Areas: Areas for which the final surfacing will not be a Paved Area.
- F. Unimproved Street: A public street, or portion thereof, that does not incorporate a curb and gutter.

1.06 INFORMATION PROVIDED BY THE CITY

- A. As provided in the Contract Documents.

1.07 SUBMITTALS

- A. Submit as specified in Section 01300 – Submittals.
- B. Shop Drawings:
 - 1. Submit as required by the contract documents.
- C. Product Data:
 - 1. Submit as required by the contract documents.
- D. Samples:
 - 1. Submit as required by the contract documents.
- E. Other Submittals:
 - 1. The Contractor's Restoration Plan and Schedule adhering to all requirements of the contract documents.
 - 2. All applicable Department of Public Works standard specifications used to complete the Work.

3. All applicable Department of Public Works standard details used to complete the Work.
4. All applicable Parks and Recreation Department standard details used to complete the Work.

1.08 QUALITY ASSURANCE

- A. The Contractor is responsible for the quality assurance and quality control of the Work.
- B. All areas disturbed by the Contractor's operations shall be restored in accordance with the contract documents, applicable permits and as directed by the City/Design Professional.
- C. All Work shall be performed by a Contractor, with a proven record of performance for the required restoration work. The Contractor shall submit the following:
 1. The materials to be used to restore the surface.

1.09 PRODUCT DELIVERY, STORAGE AND HANDLING

- A. Delivery of materials shall be in manufacturer's original unopened and undamaged packages. They shall be clearly marked to identify brand name, contents and order number on each package. Packages showing indication of damage that may affect condition of contents are not acceptable.
- B. Storage of material shall provide protective cover from damage and stored at temperatures in accordance with manufacturer's recommendation. Materials shall be staked or stored in accordance with manufacturer's recommendations.

1.10 RESTORATION SCHEDULE

- A. Project milestones and restoration schedule criteria shall be as specified in the following sections:
 1. Section 00800 – Supplemental Conditions.
 2. Section 01015 – Specific Project Requirements.
- B. The specified milestone and/or restoration schedule criteria shall be incorporated in the project schedule as required by Section 01320 – Construction Progress Documentation.

1.11 PROPERTY-SPECIFIC RESTORATION

- A. Easements provided by the City for the construction of the Work may include property-specific restoration requirements. These requirements are noted on the Contract Drawings or included in Section 01015 – Specific Project Requirements.

PART 2 - PRODUCTS

2.01 INCIDENTAL CONCRETE CONSTRUCTION

- A. Incidental concrete construction includes curbs, gutters, sidewalks, sidewalk ramps, ADA ramps, driveways, bicycle/pedestrian paths and other Work indicated in the Contract Documents.
- B. Parks and Recreation Department Standards: Incidental concrete surface restoration for Work having jurisdiction of the City of Kansas City, Missouri Parks and Recreation Department shall comply with the standards listed in paragraph CODES AND STANDARDS. All materials and construction standards are noted on the standard details.
- C. Public Works Department Standards: All materials and construction for incidental concrete surface restoration for Work having jurisdiction of the City of Kansas City, Missouri Public shall comply with the standards listed in paragraph CODES AND STANDARDS:
 1. Sidewalks: KCMO PW 2301.
 2. Sidewalk ramps: KCMO PW 2301.

3. Driveways: KCMO PW 2301.
4. Bicycle/pedestrian paths: KCMO PW 2301.
5. Curbs: KCMO PW 2209.
6. Curb and gutters: KCMO PW 2209.

2.02 GRANULAR SUBBASE MATERIAL

- A. Granular subbase material for incidental concrete construction shall conform to the requirements of Section 02200-Earthwork.

2.03 INCIDENTAL ASPHALT CONSTRUCTION

- A. Incidental asphalt work includes, but is not limited to, the construction of asphaltic concrete sidewalks, driveways, bicycle/pedestrian ramps and other Work indicated in the Contract Documents.
- B. Materials and construction for incidental asphalt surface restoration shall comply with the standards listed in paragraph CODES AND STANDARDS, KCMO PW 2302.

2.04 PAVEMENT

- A. Restoration of pavements shall include, but is not limited to, streets, parking lots, alleys, and other areas subject to traffic and other Work indicated in the Contract Documents.
- B. All materials and construction shall comply with the standards listed in paragraph CODES AND STANDARDS, KCMO PW 2200 and KCMO PW SR-1.
- C. Pavement shall be restored with the type of material existing prior to the Work unless otherwise noted in the Contract Documents.

2.05 PAVEMENT MARKINGS

- A. Materials and construction for incidental asphalt surface restoration shall comply with the standards listed in paragraph CODES AND STANDARDS, KCMO PW 2306.
- B. Paragraph Method of Measurement shall not apply.
- C. Paragraph Basis of Payment shall not apply.

2.06 AGGREGATE FOR SURFACING

- A. Aggregate for surfacing shall meet the requirements of Section 02200-Earthwork, paragraph GRANULAR FILL MATERIAL.

2.07 SEEDING SODDING

- A. Seeding shall conform to Section 02930 – Seeding.

2.08 SODDING

- A. Sodding shall conform to Section 02931 – Sodding.

PART 3 - EXECUTION

3.01 GENERAL

- A. The Contractor shall restore all permanent type pavements, sidewalks, driveways, curbs, gutters, and surface structures, lawns, landscaped areas, and other land covers that are removed or disturbed as a result of construction operations (unless otherwise requested in writing by the property owner).

3.02 FINAL GRADING

- A. Final grading shall conform to Section 02200 – Earthwork, paragraph FINAL GRADING AND PLACEMENT OF TOPSOIL.
- B. Finish grade the area to lines and grades which existed prior to the area being disturbed, with special attention directed to proper surface drainage, and the refilling of settled excavations with earth or fill compacted to the appropriate densities required.
- C. Eroded areas and areas having inadequate drainage, as indicated by ponding of water, shall be filled.
- D. Ruts, deep tracks, dead furrows, and ridges shall be eliminated.
- E. The area shall be smoothed by raking and/or dragging.
- F. Before placing topsoil, remove and dispose of excess gravel to the satisfaction of the City. Leave no stones larger than 1 inch on the surface.
- G. Flower and vegetable gardens in existence prior to this project shall have the separately stored topsoil restored unless otherwise requested in writing by the property owner.
- H. Cultivated areas shall be left in tillable condition; compacted areas shall be plowed or cultivated to loosen and aerate the soil.

3.03 AGGREGATE SURFACING

- A. Unless otherwise indicated on the Drawings, gravel surfaces shall be restored with a minimum 6 inches of compacted aggregate,

3.04 ESTABLISHMENT OF TURF

- A. Sodding
 - 1. Sodding shall be conducted in accordance with Section 02931 – Sodding.
 - 2. Unless otherwise specified in Section 01015 – Specific Project Requirements or on the Drawings, all unpaved areas that are established lawns prior to construction that are disturbed by construction shall be sodded (temporary seeding as approved by the City/Design Professional).
 - 3. If the Contract Documents do not identify the type of sod to be placed, then the sod type shall be the same as the type removed or damaged as part of the Work, or as directed by the City's representative (unless otherwise requested in writing by the property owner).
 - 4. Section 02931 – Sodding provides specification for the following sod types
 - (a) Fescue Turf:
 - (i) Type 1 Sod – Turf Type Tall Fescue.
 - (ii) Type 2 Sod – Kentucky Blue Grass and Turf Type Tall Fescue.
 - (b) Bermuda Turf: Type 3 Sod – Bermuda Grass.
 - (c) Zoysia Turf: Type 4 – Zoysia Grass.
- B. Seeding:
 - 1. Seeding shall be conducted in accordance with Section 02930 – Seeding.
- C. Maintenance:
 - 1. The Contractor shall be responsible for maintaining all turfed areas disturbed by construction activities.
 - 2. Maintenance Period: The Contractor shall maintain turfed areas until all of the following conditions have been met:
 - (a) The turf, including repairs, has been established as defined herein.
 - (b) The turf meets the requirements of paragraph ACCEPTABLE CONDITIONS to the satisfaction of the City.
 - (c) The minimum establishment period for all new turf, including repairs has passed.
 - (d) The Contractor shall be responsible for maintenance of turfed areas until establishment.

- (e) If specified in Section 01015 – Specific Project Requirements, the Contractor has provided notification in accordance with paragraph NOTIFICATION OF PROPERTY OWNERS.
 - (f) As approved by the City in accordance with paragraph EARLY RELINQUISHMENT OF MAINTENANCE RESPONSIBILITIES.
- 3. All turfed areas shall be kept in a healthy growing condition by watering, weeding, mowing, trimming, edging, repairs, etc.
- 4. Watering and Water Usage:
 - (a) Promptly after seeding or sodding, wet the area thoroughly. Watering shall continue so as to keep all areas moist as needed to promote healthy growth.
 - (b) Water used in this work shall be furnished by the Contractor and shall be suitable for irrigation and free from ingredients harmful to plant life.
 - (c) All watering equipment required for the work shall be furnished by the Contractor.
 - (d) Water may be taken from adjacent fire hydrants or public water lines only through metered and backflow protected hydrant connections permitted and issued by the City.
- 5. Mowing:
 - (a) All turfed areas within the limits of the Site shall be mowed with approved mowing equipment to a height of 3 inches whenever the average height of vegetation becomes 5 inches.
 - (b) Grass clippings shall be bagged with the mowing processes and clippings shall be disposed of off-site.
- D. Establishment Period:
 - 1. The establishment period for turfed areas shall be no less than 30 calendar days from the time of planting or last time of repair.
 - 2. The Contractor may not request the Final Inspection (as specified in Section 00700 – General Conditions, Article 14) until all turfed areas have completed the minimum establishment period.
- E. Acceptable Conditions:
 - 1. Turfed areas will be acceptable when grasses are growing, are in good condition, and no area more than 20 percent of the total areas is bare; of which no single area shall be more than 1-foot square in area. Any bare area larger than this will not be acceptable and shall be re-seeded or re-sodded (as applicable) at no additional cost to the City.
 - 2. For sodded areas, the grass shall be sufficiently rooted so that that sod pads cannot be lifted from the sod bed.
- F. Early Relinquishment of Maintenance Responsibilities:
 - 1. The Contractor may request in writing the early acceptance of turfed areas and a return of maintenance responsibilities to the property owner prior to the end of the maintenance period.
 - 2. Limitations on Acceptance of Turf:
 - (a) Acceptance of this request is at the sole discretion of the City.
 - (b) Acceptance of the turf for the purposes of transferring maintenance responsibilities does not constitute acceptance of the Work as a whole, Substantial Completion, Partial Utilization, or a Final Inspection as define in Section 00700 – General Conditions and modified in Section 00800 – Supplementary Conditions.
 - 3. Before the request is made, the following conditions must be met:
 - (a) The turf, including repairs, has been established.
 - (b) The minimum establishment period has passed for the turf, including repairs.
 - (c) Work has substantially been completed within the area, and no other construction activities are anticipated that will disturb or damage the turf.

- (d) The Contractor has demobilized all labor and equipment from the area.
- (e) All construction materials have been removed from the area.
- 4. The Contractor shall submit a written request to the City indicating the area of the Site for which turf maintenance responsibilities are to be transferred to the property owners.
- 5. The Contractor shall schedule and inspection with the City and /or their representative to determine if the turfed areas are acceptable as specified above.
- 6. If the all turf within the defined area is acceptable, then the City will provide written notification to the Contractor documenting acceptance.
- 7. After acceptance of the request for relinquishment of maintenance, the Contractor shall perform the following:
 - (a) Within 5 working days of acceptance, document the condition of the turfed areas in accordance with Section 01322 – Photographic and Video Documentation. Photographic documentation of conditions shall be conducted at no additional cost to the City.
 - (b) Notify all affected property owners in accordance with paragraph NOTIFICATION OF PROPERTY OWNERS.
 - (c) Provide written notification to the City that all affected property owners have been notified of the relinquishment of maintenance responsibilities.
- 8. After all the requirements listed above have been meet, then the City will consider maintenance responsibility of the identified turfed areas to be transferred to the respective property owners.
- G. Notification of Property Owners: In accordance with Section 01581 – Public Communications, the Contractor shall notify all affected property owners that the Work on their property has been completed, that turf has been established and that maintenance of the turfed area is now the property owner’s responsibility.

3.05 TREES, BUSHES AND PLANTS: PROTECTION AND REPLACEMENT

- A. Protection:
 - 1. The protection of trees, bushes and plants shall be done in accordance with Section 02949 – Tree Protection, Removal and Replacement.
- B. Transplanting shall be done in accordance with Section 02949:
 - 1. Existing trees, bushes, and hedges which cannot be tied back or trimmed to prevent damage and require removal because of the proposed construction shall be transplanted with a tree spade or replaced.
 - 2. Tree removal shall include the removal of stump and roots as specified in Section 02949.
 - 3. Transplanting shall be at the location directed by the City/Design Professional or as applicable by the Parks and recreation Department.
 - 4. After digging the plants, properly store them until they can be transplanted.
- C. Pruning or Replacement:
 - 1. Pruning or replacement of trees shall be done in accordance with Section 02949 – Tree Protection, Removal and Replacement.
 - 2. Replacement plants shall not be delivered until they can be planted.
- D. Plant during the proper seasons. Do not plant in frozen soil or during unfavorable weather conditions. Dig tree pits of such size as to provide ample space for the entire root system, as the tree comes from the nursery, without crowding or bending the roots. The pits shall be 12 inches wider than the ball diameter, have vertical sides, and be six inches deeper than the thickness of the ball. Thoroughly loosen the soil in the bottom of the pit by spading to a depth of six inches. Dig holes immediately before planting. Dispose of soil earth dug from the tree pits off the project site.

3.06 STREET CUT RESTORATION

- A. All pavement restoration work in streets shall conform to KCMO PW SR-1 with the following exceptions:
 - 1. Pipe bedding material and installation shall conform to Section 02250 – Trenching, Pipe Embedment and Backfill.
 - 2. Backfill material and installation shall conform to Section 02250 – Trenching, Pipe Embedment and Backfill.
 - 3. With respect to DETAIL 1 – ASPHALT PAVEMENT SURFACE (SR-1, page 1 of 3), the Contractor may pour the Portland cement concrete cap to finish grade. If poured to finish grade, the Contractor shall mill the top of the Portland cement concrete cap a uniform 2 inches ensuring a 2” vertical profile at edge prior to installing the 2” Patch (Type-5-01).
- B. Smoothness:
 - 1. The finish of the pavement surface shall be substantially free from waves or irregularities and shall be true to the established crown and grade.
 - 2. The final surface of pavement will comply with KCMO PW 2211.
 - 3. Testing for smoothness shall be conducted as directed by the City/Design Professional.
 - 4. Measurements for smoothness shall be pass or fail at the sole discretion of the City or their representative. No pay adjustments will be considered.
- C. Provide a straight joint between the existing and new surface per KCMO PW SR-1. All joints shall be at right angles. Diagonal cutting of pavement is prohibited.
- D. Unless the top 2” will be milled, cure and protect all exposed concrete installed under this contract in accordance with the referenced standard.
- E. Unless additives are used to accelerate curing, concrete shall achieve 70% of maximum strength before allowing traffic or construction equipment on the concrete (as proven by cylinder breaks).

3.07 CONCRETE SIDEWALKS, TRAILS, DRIVEWAY APPROACHES, AND RAMPS

- A. Remove concrete to the nearest joint. Removal of partial squares shall not be allowed.
- B. Saw-cut existing sidewalks at construction joints. Patching existing sidewalk squares damaged during construction activities shall not be allowed.
- C. Construct in accordance with all applicable KCMO Public Works and Parks and Recreation Standards.
- D. Minimum concrete thickness for residential sidewalks, trails, driveway approaches, ADA ramps, etc. shall be in accordance with the applicable KCMO Public Works or Parks and Recreation Standard.
- E. All concrete shall be constructed on a minimum of 4 inches of compacted granular sub-base material.
- F. Where sidewalks are constructed across aggregate driveways, increase the thickness to a minimum of six inches across the width of the driveway.
- G. At locations where sidewalks intersect with streets and sidewalk restoration is required, the Contractor shall construct sidewalk ramps in accordance with KCMO PW 2301.

3.08 CONCRETE CURB AND GUTTER

- A. Curb and Gutter dimensions and cross sections shall conform to existing installations. Construct new curbs and gutter in accordance with KCMO PW C.
- B. Expansion joints with dowels shall be placed where the new curb abuts existing curb and as required by KCMO PW C.

3.09 DRIVEWAY ENTRANCE/APPROACH RESTORATION

- A. Driveways shall be restored to a width matching preconstruction conditions, as indicated on the Drawings, or as indicated Section 01015 – Specific Project Requirements.
- B. Subgrades for driveway entrance restoration shall be in accordance with Section 02200 – Earthwork, paragraph BACKFILL AND COMPACTION.
- C. The Contractor shall provide full driveway flare/approach replacement if any of the following conditions are met:
 - 1. The Work requires removal of a portion of the driveway which includes the driveway flare/approach.
 - 2. The Contractor damages the driveway flare/approach.
 - 3. As indicated on the Drawings.
 - 4. As specified in Section 01015 – Specific Project Requirements.
- D. The Contractor may remove the drive approach and driveway pavement within the right-of-way and/or easements necessary to facilitate the Work.
- E. The limits of restorations beyond disturbed areas shall be as follows:
 - 1. To the Nearest Joint: The Contractor shall restore paved driveway surfaces from the street pavement to the nearest existing driveway joint.
 - (a) The Contractor shall saw cut the full depth of pavement to be removed.
 - (b) In no case shall the joint created by saw cutting be less than 3 feet from an existing joint. Adjust the location of the saw cut accordingly.
- F. Driveway Entrance Replacement Standards: Driveways entrances that abut improved streets shall be reconstructed in accordance with the following standards:
 - 1. Public Works Department Standards:
 - (a) KCMO PW D-1.
 - (b) KCMO PW D-2.
 - (c) Construction shall be in accordance with KCMO PW 2301.
 - 2. Parks and Recreation Department Standards:
 - (a) KCMO PR DC.
 - (b) KCMO PR DR.
 - (c) Construction shall be in accordance with KCMO PW 2301.
 - 3. Asphalt Driveway Entrances Abutting Unimproved Streets: Asphalt driveway entrances that abut unimproved streets shall be reconstructed in accordance with the following standards:
 - (a) KCMO PW D-US.
 - (b) Construction shall be in accordance with KCMO PW 2302.
 - 4. Concrete Driveways abutting Unimproved Street: Concrete driveway entrances that abut unimproved streets shall be reconstructed in accordance with the following standards:
 - (a) KCMO PW D-US, except that the material for construction shall be concrete.
 - (b) Construction shall be in accordance with KCMO PW 2301.
 - (c) The concrete thickness shall be a minimum of 6 inches.
 - (d) Expansion and contraction joints shall conform to the details shown on KCMO PW D-1.
 - (e) New joints shall match existing joint patterns (finished the same as existing), but shall be spaced at a maximum distance of 10 feet in both directions ($\leq$ 100 square feet).

3.10 DRIVEWAY PATCHING

- A. Driveway patching will be allowed if any of the following conditions are met:
 - 1. The Work does not require the removal of the driveway flare.
 - 2. The Contractor does not damage the driveway flare/approach.

3. As indicated on the Drawings.
4. As specified in Section 01015 – Specific Project Requirements.
5. As requested in writing from the City.
- B. The Contractor may remove and replace a portion of the driveway necessary to facilitate the Work and the existing driveway flare may remain. Pavement shall be removed and replaced in accordance with the following:
 1. To the Nearest Joint:
 - (a) The Contractor shall remove and replace damaged driveway surfaces from the joint of the driveway flare/approach to the nearest joint of the driveway.
 - i. If the nearest joint is beyond the right-of-way or easement, the Contractor may saw cut the driveway if permitted by the City/Design Professional. In no case shall the joint created by saw cutting be less than 3 feet from an existing joint.
 2. The Contractor shall saw cut the full depth of pavement to be removed.
- C. Subgrades for driveway patching shall be in accordance with Section 02200 – Earthwork, paragraph BACKFILL AND COMPACTION.
- D. The Contractor shall replace all paved surfaces damaged or removed for the Work.
- E. Concrete Driveways:
 1. Construction shall be in accordance with KCMO PW 2301.
 2. The thickness of the concrete shall be the same as the pavement removed or 6 inches; whichever is greater.
- F. Asphalt Driveways:
 1. Construction shall be in accordance with KCMO PW 2302.
 2. The thickness of the concrete shall be the same as the pavement removed or 6 inches; whichever is greater.

3.11 ASPHALTIC CONCRETE PAVEMENT

- A. Construction of asphaltic concrete pavement shall conform to KCMO PW 2200.
- B. The limits of asphaltic concrete replacement shall be noted on the Drawings.
- C. Applicable details for asphaltic concrete pavement reconstruction shall be as indicated on the Drawings or Section 01015 – Specific Project Requirements.

3.12 PORTLAND CEMENT CONCRETE PAVEMENT

- A. Construction of Portland Cement Concrete pavement shall be in accordance with KCMO PW 2200. The limits of asphalt concrete replacement shall be noted on the Drawings.
- B. The limits of Portland Cement Concrete pavement replacement shall be as indicated on the Drawings.
- C. Applicable details for Portland Cement Concrete pavement reconstruction shall be as indicated on the Drawings or Section 01015 – Specific Project Requirements.

3.13 SUBSTANTIAL COMPLETION/ACHIEVEMENT OF FULL OPERATION

- A. When the Contractor considers the Work ready for its intended use, the Contractor shall notify the City in accordance with Section 00700 – General Conditions, Article 14 – Payments to the Contractor and Completion.

3.14 CLEANUP

- A. Cleanup operations shall be conducted in accordance with Section 01566 – Cleanup Operations.

3.15 SAFETY SIGNS, BARRICADES, LIGHTS AND PROJECT SIGNS

- A. Maintain adequate safety signs, barricades and lights until final restoration is completed.
- B. The Contractor shall install and maintain all project signs for the duration of the Work.

3.16 MAIL BOXES

- A. Mail boxes shall be maintained through the duration of the project in accordance with Section 01000 – General Project Requirements, paragraph MAIL BOXES.

END OF SECTION

SECTION 02930 - SEEDING

PART 1 - GENERAL

1.01 SUMMARY

- A. This section covers the operations necessary to produce grass covered areas for restoration and erosion control. The Contractor shall provide all materials, labor and equipment to complete the seeding work in accordance with this section. All costs pertaining to supply, delivery, storage, site preparation, seeding, fertilization, mulching, watering, protection, seeding repair and maintenance during the establishment period shall be included in the lump sum bid.
- B. The Contractor shall sod all yards and green spaces unless the owner of the property gives written permission to seed instead of sod. Written permissions shall be made part of the project documentation included at the end of the project.

1.02 DESCRIPTION

- A. All areas disturbed by construction operations shall be seeded unless otherwise specified in the contract documents to be sodded. For areas requiring sod, see Section 02931 – Sodding. Seeded areas include, but is not limited to, areas of cut and fill, trenching, temporary roads, staging areas, storage areas and site specific green spaces. The sequence of work for seeding shall be cleaning the area, adding topsoil, application of fertilizer, tilling and removing rocks, seeding, covering, firming and the application of mulch. All seeded areas shall be mulched with straw or wood cellulose fiber and watered until grass has been established.

1.03 SPECIFICATION MODIFICATIONS

- A. It is understood that throughout this section, these Specifications may be modified by appropriate items in Section 01015 – Specific Project Requirements or as otherwise indicated on the Contract Drawings.

1.04 RELATED SECTIONS

- A. Section 01000 – General Project Requirements.
- B. Section 01015 – Specific Project Requirements.
- C. Section 01300 – Submittals.
- D. Section 02200 – Earthwork.
- E. Section 02575 – Surface Restoration.
- F. Section 02931 – Sodding.

1.05 QUALITY ASSURANCE

- A. The Contractor is responsible for the quality assurance and quality control of the Work. The Work shall be performed by a contractor with a proven record of performance for similar restoration and erosion control work.

1.06 INFORMATION PROVIDED BY THE CITY

- A. As provided in the Contract Documents.

1.07 CONTRACTOR SUBMITTALS

- A. The Contractor shall submit to the City/Design Professional for review and approval, in accordance with Section 01300 – Submittals, all specifications and data covering the proposed materials to be used for seeding operations.
- B. Prior to commencing seeding operations, the Contractor shall submit the following to the City/Design Professional for review and approval:
 - 1. Invoices and Analysis Labels. A copy of the supplier's invoices for all seed, mulch and fertilizer which shows the quantity by weight purchased for the project. The label bearing the manufacturer's guaranteed statement of analysis to ensure compliance with the specified requirements for quality and application rates.
 - 2. Turf grass seed certification:
 - a. Certify that each lot of seed has been tested by a testing laboratory certified in seed testing, within 6 months of the date of delivery. Include with the certification:
 - 1. Name and address of laboratory.
 - 2. Date of test.
 - 3. Lot number for each seed specified.
 - 4. Test Results:
 - a. Name.
 - b. Percentages of purity and of germination.
 - c. Weed content and identity for each kind of seed furnished.
 - 3. Mixtures: include proportions of each kind of seed.
 - 4. Certification of sprig type and name.
 - 5. Description of required maintenance activities and activity frequency.

1.08 PRODUCT DELIVERY, STORAGE AND HANDLING

- A. Delivery of materials shall be in manufacturer's original unopened and undamaged packages. They shall be clearly marked to identify brand name, contents and order number on each package. Packages showing indication of damage that may affect the condition of contents are not acceptable.
- B. Materials shall be stored in accordance with manufacturer's recommendations. Storage shall provide protective cover from moisture and damage. Materials shall be maintained at the temperature in accordance with manufacturer's recommendation.

PART 2 - PRODUCTS

2.1 MATERIALS

- A. Top soil: The top soil shall be of a quality at least equal to that which exists in areas adjacent to the area to be repaired. Top soil shall be free from weed seeds, tree roots, clumps of clay, stones and other objectionable materials that hinder grading, planting and maintenance operations. See Section 02200 – Earthwork for additional requirements on topsoil.

- B. Mulch: Mulch for application to seed bed areas shall be cereal grain straw or wood cellulose fiber.
1. Straw mulch shall be baled, dry and show no signs of discoloration and mold damage.
 - a. A minimum of 50 percent of weight of the herbage making up the material shall be 10 inches in length or longer.
 - b. Mulch material containing weed seeds and crop seeds is not acceptable.
 2. Wood cellulose fiber shall be prepared from virgin wood fibers containing no substance or factor which might inhibit germination or growth of grass seed.
 - a. The fiber shall be dyed an appropriate color to allow visual metering of its application and shall contain a tacking agent either combined with the product or added in the tank when making the slurry.
 - b. Fibers shall have the property of becoming evenly dispersed and suspended when agitated in water.
 - c. When sprayed uniformly on the surface of the soil, the fibers shall form a blotter-like groundcover which readily absorbs water and allows infiltration to the underlying soil.
 - d. Weight specifications from suppliers for all applications, shall refer only to air dry weight of the fiber, at a standard equivalent of 10 percent nominal moisture content.
 - e. The mulch material shall be supplied in packages having a gross weight not in excess of 100 pounds and shall be marked by the manufacturer to show the air dry weight content.
 - f. Suppliers shall certify that laboratory and field testing of their product has been accomplished and that it meets all of the foregoing requirements pertaining to wood cellulose fiber mulch.
 3. Exception: Vegetative Type mulch will be the only acceptable type mulch used in areas where Type "C" seed is required, Type "C" seed is specified in paragraph 2.1.E.3 in this Section.
- C. Starter Fertilizer: Fertilizer shall be pelleted or granulated and shall be an approved brand composed of a "Slow Release Nitrogen" fertilizer in the 1-2-1 range, such as 13-25-12 grade, uniform in composition free flowing and suitable for application with approved equipment, delivered to the site in convenient containers, each fully labeled, conforming to the applicable state fertilizer laws, bearing the name, trade mark, or trade name and a warranty of the producer.
- D. Seed: Seed shall be labeled in accordance with U.S. Department of Agriculture Rules and Regulations under the Federal Seed Act and Stated seed laws. Seed shall be furnished in sealed standard containers of the vendor. Each seed container shall bear the name, trade name, or trade mark, warranty of the producer and a certificate of the percentage of the purity and germination of each kind of seed specified. Seed which has become wet, moldy or otherwise damaged in transit or in storage will not be acceptable.
1. Seed shall have a guaranteed germination rate of 95% or greater.

2. Pure Live Seed (PLS) formula: The following formula shall be used to determine PLS for each kind of seed:

$$\text{PLS (\%)} = [\text{Purity (percent)} \times \text{Germination (percent)}] / 100$$

- E. The areas and types of seeding to be used shall be specified on the plans. The types of acceptable seed, depending upon the area, is as follows:

1. Type “A” Seed: This seeding mixture will normally be used when seeding is required in areas of established yards, shoulders, slopes in street right-of-way and any other area where a high-type seeding is deemed necessary. The seed shall be sowed at a rate of 10 lbs. PLS per 1000 square feet (436 lbs. PLS per acre). The seed mixture will be 100 percent Turf-Type Tall Fescue composed of an equal mix of three of four compatible species. The mixture shall not include any varieties of the slower growing Turf-Type Tall Fescue “Dwarf”. The species shall be one of the following or as approved by the City/Design Professional:

Apache	Arid	Austin
Bonanza	Carefree	Chieftan
Cimmaron	Cochise	Falcon
Guardian	Houndog	Jaguar II
Maverick II	Mustang	Olympic
Phoenix	Rebel II	Rebel 3D
Safari	Shenandoah	Thoroughbred
Titan	Tribute	Vegas

- a. The seed mixture shall also include 100 percent Annual Rye grass to provide a temporary grass stand. The seed shall be sowed at a rate of 10 lbs. PLS per 1000 square feet (436 lbs. per acre) of the Turf-Type Tall Fescue and 2 lbs. PLS per 1000 square feet (87 lbs. per acre) of the Annual Rye.

2. Type “B” Seed: This seeding mixture will be used to seed areas outside of street right-of-ways that are not maintained.

Type “B” Seed	Minimum Pure Live Seed (PLS%)	Rate of Pure Live Seed (lbs. per acre)
Alta Fescue or Kentucky 31 Fescue (Festuca Elatior Var. Arundines)	75	90
Rye grass (Lolium Perenne <u>or</u> L. Multiflorum)	80	50
TOTAL		140

3. Type “C” Seed: This seeding mixture will normally be used in public parks, wild life refuges and other areas where this seeding mixture is deemed necessary. The types of seeding mixtures for different habitats will be as follows:

Planting Habitat	Scientific Name	Common Name	Initial or Permanent Cover	Coverage
Wet Woodland	<i>Elymus virginicus</i> L.	Virginia Wild Rye	P	3 lbs./ac PLS
	<i>Cinna arundinacea</i> L.	Woodreed	P	100 lbs./ac PLS
	<i>Sporobolus heterolepis</i> A. Gray	Prairie Dropseed	I,P	3 lbs./ac PLS
	<i>Elymus canadensis</i> L.	Canada Wild Rye	P	3 lbs./ac PLS
	<i>Festuca octoflora</i>	Six-weeks Fescue	I	0.5 lbs./ac PLS
	<i>Triticum aestivum</i> L.	Winter Wheat	I	60 lbs./ac PLS
Planting Habitat	Scientific Name	Common Name	Initial or Permanent Cover	Coverage
Dry Woodland	<i>Elymus canadensis</i> L.	Canada Wild Rye	P	3 lbs./ac PLS
	<i>Elymus virginicus</i> L.	Virginia Wild Rye	P	3 lbs./ac PLS
	<i>Sporobolus heterolepis</i> A. Gray	Prairie Dropseed	I,P	3 lbs./ac PLS
	<i>Triticum aestivum</i> L.	Winter Wheat	I	60 lbs./ac PLS
Planting Habitat	Scientific Name	Common Name	Initial or Permanent Cover	Coverage
Wet Open	<i>Elymus canadensis</i> L.	Canada Wild Rye	P	3 lbs./ac PLS
	<i>Echinochloa muricata</i> Fern.	Rough Barnyard grass	I,P	2 lbs./ac PLS
	<i>Spartina pectinata</i>	Prairie Cordgrass	P	200 rhiz./ac
	<i>Leersia oryzoides</i>	Rice Cutgrass	P	200 rhiz./ac
	<i>Triticum aestivum</i> L.	Winter Wheat	I	60 lbs./ac PLS

- F. Herbicide: Pre-emergent herbicide shall be siduron (Tupersan).
- G. Water: Water used for this work shall be furnished by the Contractor.

PART 3 - EXECUTION

3.1 SAFETY

- A. Perform all work in accordance with applicable Occupational Safety and Health Administration (OSHA) standards.

3.2 INSTALLATION

- A. Time and Conditions: The seeding work shall not be started until all earthwork has been completed in accordance with Section 02200 – Earthwork. Backfills and fills shall be allowed to settle and the topsoil spread and finish-grading completed before seeding work is started.
- B. Personnel and equipment: All seeding work shall be performed by a contractor having demonstrated experience in seeding on projects of similar size. The work shall be performed by experienced personnel who are familiar with project requirements and are under the supervision of a qualified foreman at all times when the work is in progress.
- C. Equipment: The Contractor shall have access to equipment such as a fertilizer spreader, farm tractor with tilling equipment, grass seed drill or cultipacker type seeder, mulch blower, hydro-mulcher and straight serrated disk for crimping mulch into the soil.
- D. Clearing: Prior to grading and tilling, vegetation that may interfere with operations shall be mowed, grubbed and raked. The collected material shall be removed from the site. The surface shall be cleared of stumps, stones larger than 1 inch, roots, cable, wire, trash and other materials that might hinder the work or subsequent maintenance.
- E. Grading. Established grades, as indicated on the Drawings, shall be maintained in a true and even condition. Eroded areas and areas having inadequate drainage, as indicated by ponding of water, shall be filled. Ruts, deep tracks, dead furrows and ridges shall be eliminated.
- F. Application of Fertilizer: Fertilizer as specified shall be applied within 24 hours prior to the tilling operation. The fertilizer shall be distributed over the entire area to be seeded at the rate of 200 pounds per acre and incorporated into the soil to a depth of at least 4 inches by disking or harrowing methods. Fertilizing rate is equivalent to 2.3 pounds per 500 square feet.
- G. Preparation of Seed Bed: After fertilizer has been applied, the areas to be seeded shall be tilled to a depth of at least 4 inches by disking, plowing, harrowing, or other accepted methods until the soil is well pulverized and smoothed with a weighted spike-tooth harrow, railroad chains, or bridge timber float drag. When a chisel plow is used, the chisels shall be set not more than 10 inches apart and the areas shall be cross or double-tilled. All areas shall be left smooth for ease of mowing. All operations shall be done in a direction parallel to the contour lines on the slope and not uphill or downhill. Areas tilled shall be maintained until seeding and mulching is complete to insure a smooth area with no gullies or depressions.
- H. Application of Seed: Seeding equipment calibration tests shall be made in the presence of the City/Design Professional to determine the equipment setting required to apply the seed at the specified rates. Markers shall be used to ensure that no skips occur between successive passes of the seeder. If unplanted skips and areas are noted after germination and the growth of the grass, the unplanted areas shall be seeded at no additional cost to the Owner. The seed

box shall be kept at least half full during seeding operations to ensure even distribution of seed over all the areas seeded.

- I. Hydro-seeding:
 - 1. Seed and fertilizer, mixed in proportions as herein specified, can be broadcast in a hydro-mulch with water which forms an emulsion covering the prepared designated areas in a uniform manner.
 - 2. Areas to be hydro-seeded shall be fertilized at rates specified earlier. The seed-bed shall be free of any irregularities in the surface resulting from being fertilized, or other operations, and shall be corrected to prevent formation of water pockets.
 - 3. Hydro-mulch used shall be a wood fiber mulch with a tackifier, such as Conwit 2000, or approved equivalent. Hydro-mulch shall be applied at a rate of 1500 lbs. per acre.
 - 4. Hydro-seeder filling tank should be $\frac{1}{2}$ full of water before adding seed, fertilizer and hydro-mulch components. Begin agitation while adding remaining water so that a uniform mixture is obtained. Seed, fertilizer and hydro-mulch components shall not be added to water more than four (4) hours prior to application.
 - 5. Discharge hydro-mulch slurry mix on prepared soil for uniform distribution.
- J. All seeding work shall be done between the dates of February 1 and April 15 for spring planting or August 15 and October 15 for fall planting.
- I. Sowing shall be accomplished by use of an approved mechanical seeder or drill (hand spreader can be used in small areas), making sure that successive seed strips overlap to provide uniform coverage.
- J. The mixtures shall be applied in a crossing pattern of two passes, each applying half of the seed required.
- K. Seed should be drilled to a depth of $\frac{1}{2}$ inch.
- L. Sprigs (rhizomes) shall be broadcast evenly and uniformly on the soil surface.
- M. Compaction: Immediately following the completion of seeding operations, the entire area shall be compacted by means of a roller weighing at least 60 but not more than 90 pounds per linear foot of roller or any other method approved by the City/Design Professional.
- N. Application of Herbicide: Following completion of seeding operations, pre-emergent herbicide as specified shall be applied to all seeded areas at the rate of 6 pounds active ingredient per acre.
- O. Mulching: Mulching shall be done within 24 hours following the seeding operation except in the case of wood cellulose type mulch.
- P. Vegetative Type Mulch:
 - 1. Straw mulch shall be spread uniformly in a continuous blanket at a depth of not less than 1- $\frac{1}{2}$ inches and not more than 2 inches loose measurement (approximately 1- $\frac{1}{2}$ to 2 tons per acre).
 - 2. Mulch shall be spread by hand or by a blower type mulch spreader.
 - 3. Blower type mulch spreaders shall be adjusted and operated in such a manner as to prevent excessive breakage of the mulch material. If this cannot be accomplished, the mulch shall be spread by hand.
 - 4. Care shall be exercised to ensure that all wire from baled hay is collected as it is removed from the bale.

5. Mulching shall be started at the windward side of relatively flat areas, or at the upper part of a steep slope and continued uniformly until the area is covered.
 6. The mulch shall not be bunched.
 7. No mulch shall be spread unless it can be anchored on the same day.
- Q. Anchoring Straw Mulch:
1. The straw mulch shall be anchored in the soil to a depth of 2 to 3 inches by a notched disk set straight or a mulch crimping machine.
 2. The machine shall be weighted and operated in such a manner to secure the mulch firmly in the ground to form a soil binding mulch and prevent loss or bunching of the hay by wind.
 3. Two or more passes may be required to anchor the mulch to the satisfaction of the City/Design Professional.
- R. Application of Wood Cellulose Fiber:
1. Wood cellulose fiber mulch shall be applied with a hydro-mulcher at not less than 1000 pounds per acre.
 2. Precautionary measures shall be taken in preventing overspray on structures, paving and plantings.
- S. Watering: Promptly after seeding and mulching, wet the seed bed thoroughly. Watering shall continue so as to keep all areas moist throughout the germination period.
- T. Cleanup operations within forty-eight (48) hours after completion of the construction operations:
1. The entire area shall be cleared of excess soil and waste material, including, but not limited to, stones, stumps, roots, brush, wire, grade stakes, trash and all objects that might be a hindrance to maintenance operations or affect the visual appearance of the site.
 2. All roads, over which hauling operations have been conducted, regardless of the type of surfacing, shall be clean and all debris left on the surface shall be removed.
 3. The wheels of vehicles shall be cleaned to avoid leaving soil upon roads, walks and other surfaced areas.
- U. Water Usage:
1. All watering equipment required for the work shall be furnished by the Contractor.
 2. All water obtained from fire hydrants shall be metered. See Section 01000 – General Project Requirements.

3.3 MAINTENANCE, PROTECTION AND REPAIR

- A. Maintenance of Area: The Contractor is responsible for maintaining all seeded areas until acceptance by the City/Design Professional. Maintenance of the seeded areas shall include the following:
1. Established yards, shoulders, slopes in street right-of-way and all other areas where a high-type seeding is deemed necessary. All newly seeded grassed areas shall be kept in a healthy growing condition by watering, weeding, mowing, trimming, edging, etc., until completion and acceptance by the City/Design Professional. The seeded areas shall be mowed with approved mowing equipment to a height of 3 inches whenever the average height of vegetation becomes 6 inches.

2. Turf grass of one-square foot or more that does not show definite growth and establishment shall be re-seeded by the Contractor at no additional cost to the Owner. The Contractor shall continue the care and maintenance of all seeded areas as specified above until all work of this project has been satisfactorily completed and all deficiencies have been corrected at which time final inspection shall be made.
 3. Areas off of street right-of-way: All seeded areas shall be maintained until acceptance by the City/Design Professional. Maintenance shall include repair of erosion damage, re-seeding, mulching and watering.
- B. Protection and Repair:
1. The seeded area shall be kept free of traffic until accepted.
 2. If at any time before acceptance of the completed contract, any portion of the seeded surface becomes gullied, damaged - intentionally or otherwise, or the seeding has been damaged or destroyed, the affected portion shall be repaired to re-establish the specified condition prior to the acceptance of the work.

3.4 WARRANTY

- A. Seeding shall have germinated, taken root and have established satisfactory coverage before acceptance by the City/Design Professional. The Contractor shall maintain as described in paragraph 3.3 and shall guarantee seeding for one (1) year after acceptance. The Contractor shall scarify, reseed, fertilize and mulch any barren area greater than 1 square foot. See Section 02575 – Surface Restoration for requirements on early acceptance.

END OF SECTION

SECTION 02949 – TREE PROTECTION, REMOVAL AND REPLACEMENT

PART 1 - GENERAL

1.01 PURPOSE

- A. This Section includes the protection and trimming of existing trees that interfere with or are affected by the execution of the Work; as well as, the removal and replacement of trees required by the Work, whether in the right-of-way or in easements – temporary or permanent.
- B. Definitions:
 - 1. Tree Protection Zone – Area surrounding individual trees or groups of trees to remain during Work and defined by the Drip Line of individual trees or the perimeter Drip Line of groups of trees; unless, otherwise indicated in contract documents.
 - 2. Drip Line – Area defined by the outermost circumference of the tree canopy.
 - 3. Diameter Breast Height (DBH) – The outside bark diameter of an existing tree measured 4.5 feet above the ground, on the uphill side of the tree.
 - 4. Caliper – Diameter of the stem or trunk of a tree measured above the existing grade. For trees up to 4.5 inches in diameter, Caliper shall be measured six (6) inches above the existing grade. If the Caliper measured at six (6) inches is greater than 4.5 inches, then the Caliper shall be measured at 12 inches above the existing grade.

1.02 MEASUREMENT AND PAYMENT

- A. The Contractor shall provide all material, labor and equipment required for the items listed in the table, as shown in the Drawings and specified herein. Based on the contractor's lump sum bid, the following shall be included in the schedule of values and will be paid accordingly:

Existing Tree Protection Measurement and Payment Units

Item	Unit
Tree Protection Fencing	Linear Feet
Tree Removal	Each
Tree Replacement	Each 2-inch caliper replacement tree

1.03 RELATED SECTIONS

- A. Section 01300 – Submittals.

1.04 REFERENCE STANDARDS

- A. The following publications form a part of this specification to the extent referenced. The publications are referred to within the text by the basic designation only. Comply with reference standards in effect as of date of the Contract Documents, unless otherwise indicated by the City/Design Professional:

AMERICAN NATIONAL STANDARDS INSTITUTE (ANSI)

ANSI Z60.1 The American Standard for Nursery Stock.

ANSI A300 Tree Care Operations – Standard Practices for Tree, Shrub and Other Woody Plant Maintenance.

GRI GT13 (a) Test Methods and Properties for Geotextiles Used as Separation between Subgrade Soil and Aggregate.

1.05 SUBMITTALS

- A. Preconstruction Submittals:

TREE REPLACEMENT PLAN.

TREE REMOVAL IDENTIFICATION.

TREE PROTECTION PRE-CONSTRUCTION CONFERENCE.

1.06 QUALITY ASSURANCE

1.07

- A. The Contractor is responsible for the quality assurance and quality control of the Work.
- B. Tree Service Qualifications – All tree work shall be performed by an experienced tree service firm that has successfully completed tree protection and trimming work similar to that required for this Work and will assign an experienced, qualified Arborist to the project. The Arborist shall be certified by the International Society of Arboriculture.
- C. Tree Pruning Standards – Comply with ANSI A300 Part 1, "Trees, Shrubs and other Woody Plant Maintenance-Standard Practices (Pruning)."

1.08 QUALITY CONTROL

- A. A qualified Arborist as identified in Part 1.06, A. shall be on-site on a full-time basis during execution of the tasks related to Section 02949.

1.09 DELIVERY, STORAGE AND HANDLING (EQUIPMENT)

- A. Do not store construction materials, debris or excavated material inside the Tree Protection Zone(s).

- B. Site utilization shall protect root systems from damage caused by runoff or spillage of noxious liquids while installing, placing or storing construction materials; and shall protect root systems from ponding, eroding, compacting or excessive wetting caused by dewatering operations.
- C. Neither vehicular traffic nor foot traffic is permitted within the Tree Protection Zone(s).

PART 2 PRODUCTS

2.01 TREE PROTECTION FENCING

- A. Tree protection fencing shall be orange in color and a minimum of 48 inches in height – Mesh Construction Fencing by Conweed or approved equal. Fence posts shall be metal T-posts.

2.02 PERMEABLE LINER

- A. Permeable liner shall be comprised of non-woven (with elongation greater than or equal to 50 percent) polypropylene staple fibers, conforming to the following property requirements as specified in GRI GT 13(a):

Permeable Liner Required Properties

Property (unit)(min/max)	Class 1	Class 2	Class 3	Test Method (or approved equal)
Grab Tensile Strength (lb.) (min)	203	158	113	ASTM D4632/D4632M
Trapezoid Tear Strength (lb.) (min)	79	56	41	ASTM D4533/D4533M
CBR Puncture Strength (lb.) (min)	440	320	230	ASTM D6241
Permittivity (sec-1) (min)	1.0	1.0	1.0	ASTM D4491/D4491M
Apparent Opening Size (inches) (max)	0.024	0.024	0.024	ASTM D4751
Ultraviolet Stability (% of strength retained at 500 light hours) (min)	80	70	60	ASTM D7238

2.03 TREE REPLACEMENT

2.03.1 TREE REMOVAL IDENTIFICATION – Submit on any trees to be removed that were not specifically identified for removal in the Drawings. Tree removal identification submittal shall include the following:

- 2.03.1.1 Location of tree with northing/easting points.
- 2.03.1.2 Species of tree.
- 2.03.1.3 DBH of tree.
- 2.03.1.4 Reason/Purpose for removal.

2.03.2 TREE REPLACEMENT PLAN – The Contractor shall submit a tree replacement plan for all trees removed not specifically identified for removal in the Drawings. The tree replacement plan shall include the following:

- 2.03.2.1 Location of replacement tree(s) with northing/easting points.
- 2.03.2.2 Species of replacement tree(s).
- 2.03.2.3 Caliper of replacement tree(s).
- 2.03.2.4 Replacement trees shall be in accordance with KCMO Parks and Recreation Street Tree Planting Guidelines.
- 2.03.2.5 Service and Maintenance activities for tree establishment.

PART 3 EXECUTION

3.01 PREPARATION:

- A. Trees, tree roots and limbs within the construction limits shall be protected against injury or damage for the duration of the Work. All trees and vegetation shall remain and be protected unless otherwise designated by the City/Design Professional.
- B. Any trees damaged or destroyed during construction due to construction activities shall be treated or removed at the Contractor's expense per Part 3.02, E. and/or F.
- C. Construction Access:
 - 1. Submit construction access location and duration of access.
 - 2. There shall be no construction traffic within the Tree Protection Zone(s). If no other access is obtainable, place four (4) foot by eight (8) foot sheets of three-quarter (3/4) inch plywood atop nine (9) inches of shredded wood pulp/mulch over the entire area proposed for construction traffic.

3. After removal of mulch and plywood, the Contractor shall aerate the surface soil, per Part 3.02, E.
4. All disturbed areas shall be re-sodded per the contract documents.

D. Project Conditions:

1. Tree protection fencing shall be installed prior to commencing construction operations.
2. Proceed with the Work only when existing and forecasted weather conditions are suitable for the Work.

E. TREE PROTECTION PRE-CONSTRUCTION CONFERENCE – Before tree protection and trimming operations begin, the Contractor shall conduct a meeting with the City/Design Professional at the Site to review tree protection and trimming procedures and associated responsibilities. The Contractor shall submit the tree protection methods to be used during construction.

3.02 INSTALLATION

A. Tree Protection:

1. Install tree protection fencing around the Tree Protection Zone(s) to protect the trees and the vegetation in the protection zone from damage due to execution of the Work. Maintain the tree protection fencing for the duration of the Work and remove when Work is complete.
2. Preferred Fencing Installation Method – Where trees are located in open areas and not constricted by existing pavement, utilities or proposed grading, the tree protection fencing shall be installed a minimum of one (1) foot outside the Drip Line of the tree.
3. Alternative Fencing Installation Method 1 – Where trees are located in areas constricted by utilities or proposed grading, the tree protection fencing shall be installed as close to the Drip Line as possible or as follows:

Alternative Fencing Installation Method 1 by Tree Size

Tree Size (DBH)	Fence Placement Requirement
Small Trees (<9 inches)	Minimum of 5 feet from face of tree along the side of constriction. All other sides shall be 1 foot outside the dripline of the tree.
Medium (10 inches to 15 inches)	Minimum of 10 feet from the face of the tree along the side of constriction. All other sides shall be 1 foot outside the Drip Line of the tree.
Large (>15 inches)	Minimum of 15 feet from the face of the tree along the side of constriction. All other sides shall be 1 foot outside the Drip Line of the tree.

4. Alternative Fencing Installation Method 2 – Where trees are located adjacent to existing pavement, install tree protection fencing adjacent to pavement. All other sides shall be a minimum of one (1) foot outside the Drip Line of the tree.
5. Alternative fencing installation methods shall be submitted to the City/Design Professional for review and approval.

B. Excavation:

1. Do not excavate within the Tree Protection Zone(s), unless otherwise indicated in the Drawings or approved by the City/Design Professional.
2. Install shoring or other protective support systems to minimize sloping excavations within the vicinity of the Tree Protection Zone(s). Do not allow soil loss from the Tree Protection Zone(s) in instances where the Drip Line is a point of beginning for excavation or grading operations. If soil loss occurs, the Contractor shall correct the problem within 24 hours of the occurrence.
3. Where excavation is required within the Drip Line of the tree, hand clear and hand excavate to minimize damage to root systems. Use narrow-tine spading forks and comb soil to expose roots. Do not allow exposed roots to dry out before placing permanent backfill. Provide temporary earth cover and wrap with burlap. Water and maintain soil in a moist condition. Temporarily support and protect roots from damage until they are permanently relocated and covered with soil.
4. Where utility trenches are required within the Tree Protection Zone(s), tunnel under or around the roots by drilling, auger boring, pipe jacking or digging by hand.
5. Roots damaged during excavation or trenching activities shall be pruned per Part 3.02, D.

C. Regrading:

1. Regrading in the vicinity of an existing tree shall be based on: grade lowering, minor or moderate fill conditions, as defined in the following subsections. Roots damaged by regrading activities shall be pruned per Part 3.02, D.
2. Grade Lowering – When the new finished grade is indicated below existing grade around trees, slope grade away from trees as recommended by the Arborist, unless otherwise indicated in the Drawings.
3. Minor Fill – When the existing grade is six (6) inches or less below finished grade, fill with topsoil. Place topsoil in a single un-compacted layer and hand grade to the required finish elevations. Do not operate equipment within the Tree Protection Zone(s) when placing topsoil above the existing grade.
4. Moderate Fill – When the existing grade is more than six (6) inches but less than 12 inches below finished grade, place: storage aggregate media No. 57 stone, permeable liner and topsoil on existing grade as follows:

- a. Carefully place storage aggregate media No. 57 stone against the tree trunk approximately two (2) inches above finished grade and extend not less than 18 inches from tree trunk on all sides. For balance of area within Drip Line, place storage aggregate media No. 57 stone up to six (6) inches below finished grade.
- b. Place permeable liner with edges overlapping a minimum of 6 inches.
- c. Place remaining fill layer with topsoil to finished grade. Do not compact the storage aggregate media No. 57 stone or the topsoil. Hand grade to required finish elevations.

D. Root Pruning:

1. Root Pruning shall take place only where the roots of existing trees have been damaged by regrading or trenching operations and as directed by the Arborist.
2. If construction is to occur within the root zone of existing plant material, root pruning and special plant care, including fertilizing and watering, is required.
3. Do not cut main lateral roots or taproots. Cut only smaller roots that interfere with installation of Work. Do not break or chop.
4. Remove all weeds prior to root pruning.
5. Root prune using an approved mechanical root pruning saw prior to regrading operations, as directed by the Arborist. Air Spading excavation consisting of hand and/or pneumatic excavation may be required, as directed by the Arborist.
6. For plant material that is to remain in place, if the roots of that plant material are exposed during construction, the damaged root ends are to be removed by cutting them off cleanly.
7. Initial watering shall be performed on all trees which are designated for root pruning. Water trees immediately after pruning by thoroughly saturating root balls and continue to keep root balls thoroughly saturated for three (3) weeks following root pruning. After the three (3) weeks, water as required according to weather conditions, to keep root balls in a moist condition during growing seasons and for the duration of the Work. Test the root balls for optimal moisture once per week using a soil auger.
8. All pruning shall be overseen by the Arborist. All pruning shall be done according to the National Arborist Association's Pruning Standards.
9. Any damage to the root zone, as determined by the Arborist, will be compensated by pruning an equivalent amount of the top vegetative growth of the material within one (1) week following the root damage; additionally, fertilization and supplemental watering may be required, as determined by the Arborist.

E. Tree Repair:

1. Promptly repair trees damaged by construction operations within 24 hours of the occurrence. Treat damaged trunks, limbs and roots according to the Arborist's written instructions.
2. If the soil within the Tree Protection Zone(s) becomes compacted during construction, aerate the surface soil a minimum of ten (10) feet outside of the Drip Line and no closer than three (3) feet from the tree trunk. Drill holes two (2) inches in diameter a minimum of 12 inches deep at 24 inches on center or use a turf aerator that is approved by the City/Design Professional. Backfill holes with an equal mix of augured soil and sand.

F. Tree Replacement:

1. The Contractor shall obtain written approval from the City/Design Professional prior to removal of trees not specifically indicated for removal in the Drawings.
2. Trees not indicated for removal in the Drawings that die or are damaged during construction operations shall be removed and replaced at the Contractor's expense if the City/Design Professional determines that the trees are incapable of restoring to their normal growth pattern.
3. Trees removed shall be replaced with two (2) inch Caliper tree(s) at a rate based on the DBH of the existing tree, as follows:

Tree Replacement Requirements

Size of Tree Removed (DBH)	Rate of Replacement (2-inch Caliper)
2 inches - 5 inches	1:1
6 inches - 10 inches	2:1
11 inches - 16 inches	3:1
17 inches - 23 inches	4:1
24 inches - 31 inches	5:1
32+ inches	6:1

4. Replacement trees shall be planted per KCMO Parks and Recreation Street Tree Planting Guidelines.

3.03 TOLERANCES

- A. Trees shall be measured according to ANSI Z60.1 with branches and trunks or canes in their normal position.
- B. Do not prune to obtain required sizes.
- C. Replacement tree Calipers shall measure equal to or greater than size specified in Part

3.02 Installation, Paragraph F – Tree Replacement.

3.04 DISPOSAL OF MATERIAL

- A. Materials no longer in use shall be removed and disposed of by the Contractor per the contract documents.

3.05 PROTECTION

- A. The Contractor shall maintain the tree protection/Tree Protection Zone(s) for the duration of the Work unless otherwise identified in the contract documents.

3.06 MAINTENANCE

- A. Remove tall grass or weeds by mowing and pickup all trash within the Tree Protection Zone(s) for the duration of Work.
- B. The Contractor shall be responsible for the maintenance and health of the tree(s) planted and/or trees identified for protection through the duration of the Establishment Period. The Establishment Period, defined as follows, shall commence at Substantial Completion and shall extend through the duration of the Performance and Maintenance Bond.
- C. Maintenance activities and frequencies shall be defined in the Tree Replacement Plan and shall be implemented for the duration of the Establishment Period.

3.07 POST-CONSTRUCTION TESTING

- A. Not applicable.

3.08 WARRANTY

- A. Trees, tree roots and limbs within the limits of the Work shall be protected against injury or damage through the duration of the Establishment Period. Any trees located in the Tree Protection Zone(s) that die or show more than 25 percent canopy dieback shall be removed and replaced at the Contractor's expense per Part 3.02 Installation, Paragraph F – Tree Replacement.
- B. The Contractor is responsible for all installed plantings for the term as defined below:
 - 1. The Contractor shall warrant through the duration of the Establishment Period.
 - 2. If at any time during the Establishment Period the plantings die, become damaged due to improper erosion control, improper administration of maintenance activities or frequency of maintenance activities, the Contractor shall replace the plantings and fully restore the area as determined by the City/Design Professional, at no additional cost to the City.

END OF SECTION

SECTION 03000 - MISCELLANEOUS CONCRETE

PART 1 - GENERAL

1.1 SCOPE

- A. The Contractor shall perform all concrete work as required to complete the work specified in the contract documents.
- B. This section covers miscellaneous concrete work associated with the construction of water, wastewater and stormwater infrastructure. This section does not apply to concrete work associated with surface restoration. See Section 02575 – Surface Restoration for concrete requirements associated with curb, gutter, sidewalk and street work.

1.2 RELATED SECTIONS

- A. Section 03370 – Sanitary Sewer Manhole Construction.
- B. Section 03608 – Concrete Vaults.

1.3 CODES AND STANDARDS

- A. The publications listed below form a part of this specification to the extent referenced. The publications are referred to within the text by the basic designation only.
- B. American Society for Testing and Materials (ASTM):
 - ASTM A615 Deformed and Plain Billet Steel Bars for Concrete Reinforcement.
 - ASTM C31 Test Methods of Making and Curing Concrete Test Specimens in the Field.
 - ASTM C33 Concrete Aggregates.
 - ASTM C39 Test Method for Compressive Strength of Cylindrical Concrete Specimens.
 - ASTM C94 Ready-Mixed Concrete.
 - ASTM C143 Standard Test Method for Slump of Hydraulic-Cement Concrete.
 - ASTM C150 Portland Cement.
- C. American Concrete Institute (ACI):
 - ACI 304 Recommended Practice for Measuring, Mixing, Transporting and Placing Concrete.
 - ACI 305 Committee Report on Hot-Weather Concreting.
 - ACI 306 Committee Report on Cold-Weather Concreting.
 - ACI 309 Recommended Practice for Consolidation of Concrete.
 - ACI 318 Building Code Requirements for Reinforced Concrete.
 - ACI 347 Recommended Practice for Concrete Formwork.

1.4 SUBMITTALS

- A. Contractor shall submit product data for review on the following items required by this Division:
 - 1. Laboratory name.
 - 2. Aggregate testing and gradation.
 - 3. Design mix.
- B. Product data shall be submitted in accordance with Section 01300 – Submittals.

PART 2 - PRODUCTS

2.1 CEMENT

- A. Cement shall conform to ASTM C150, Type I, unless high early strength is required in which instance Type III shall be used. Cement may be bagged or bulk.

2.2 FINE AGGREGATE

- A. Fine aggregate, clean natural sand, shall conform to ASTM C33 and have the following gradation:

<u>Sieve</u>	<u>% Passing</u>	<u>% Retained</u>
3/8"	100	0
#4	95-100	0-5
#8	80-100	0-20
#16	50-85	15-50
#30	25-60	40-75
#50	10-30	70-90
#100	2-10	90-98

2.3 COARSE AGGREGATE

- A. Clean crushed rock, washed gravel, or other inert granular material, except that clay and shale particles shall not exceed one percent. Coarse aggregate shall conform to ASTM C33 and have the following gradation:

<u>Sq. Sieve</u>	<u>% Passing</u>	<u>% Retained</u>
3/4"	90-100	0-10
3/8"	20-55	45-80
#4	0-10	90-100
#8	0-5	95-100

2.4 WATER

- A. Potable water from a municipal or other public water supply district shall be used for mixing and curing.

2.5 REINFORCING STEEL

- A. Reinforcing Steel:

- Reinforcing steel bars shall conform to the requirements of the following Standards and Grades:
 - ASTM A615: Grade 40 or 60.
 - ASTM A616: Grade 50 or 60.

- B. Bending details shall conform to ACI 318.

2.6 FORMS AND FORMWORK ACCESSORIES

- A. Forms:

- Suitable and substantial forms shall be provided. All forms shall be constructed and maintained plumb and true to line, securely braced, tied, clamped and shored in order to prevent leakage of concrete and prevent deflection or displacement of forms during

- placement of concrete. All exposed corners and edges shall have 1" fillets. All joints shall be mortar tight; open joints shall be sealed as required.
2. Where applicable, undisturbed earth may be used in lieu of forms.
 3. The deflection of the forms due to the weight and rate of placing concrete, placing equipment, and workmen shall be accurately figured and taken into account in the design of the forms so that finished concrete members will have surfaces, lines, planes, and elevations required within tolerances in accordance with ACI 117.
 4. All forms shall be removed prior to backfill unless the following conditions are met:
 - (a) As directed by the City.
 - (b) When constructed of unbraced plywood having a thickness of ½-inch or less, removal shall be optional unless otherwise directed by the City.
 5. Forms shall be constructed so that they can be removed without damage to the concrete.
- B. Formwork accessories:
1. Forms shall be securely braced and tied with approved form ties that do not leave any parts within ¾ inch of the surface of the concrete. Wire ties and wood spreaders will not be permitted.

2.7 CONCRETE MIX

A. Concrete:

1. Concrete shall conform to KCMO PW 2208 except as follows:
 - (a) Limestone may be used as coarse aggregate.
 - (b) Design strength of concrete shall be 4,500 psi or greater at 28 days.
 - (c) Maximum slump shall be 4 inches. Determination of slump shall conform to ASTM C143.
 - (d) Coarse Aggregate: 1-inch maximum.
 - (e) Air entrainment admixture is required to provide 4 to 6 percent entrained air when placed, in conformance with ASTM C185.
 - (f) Water reducing admixture is required.
2. Ready mix concrete shall be supplied by a plant approved by the KCMO Public Works Department according to the Ready Mix Concrete Quality Management Plan. Submit ready mix concrete plant information in accordance with paragraph SUBMITTALS.
3. Submit concrete mix design in accordance with KCMO PW 2208.C and in accordance with the paragraph SUBMITTALS.

B. Concrete shall be delivered to the site in conformance with ASTM C94.

PART 3 - EXECUTION

3.1 REINFORCING STEEL AND CONCRETE

A. Placing of Reinforcing Steel:

1. Before being installed in the final position, all metal reinforcements shall be free of mud, clay, ice, grease, oil, loose rust and scale, and other coatings that would reduce or destroy the bond.
2. Metal reinforcements shall be accurately formed and positioned to the required dimensions. All bars are to be accurately placed and securely tied at all intersections. All reinforcing steel shall be placed so it is covered with a minimum of 3" of concrete.
3. Steel reinforcements shall be accurately positioned as required and shall be secured against displacement by using annealed wire ties or suitable clips at all intersections.
4. The steel reinforcements shall be supported by metal supports, spacers, or hangers.
5. The legs on the metal chair supports shall be plastic coated.

B. Forms:

1. Verify lines, levels and centers before proceeding with formwork.
2. A coat of non-staining oil, lacquer, or other approved material shall be applied to protect form surface and to facilitate stripping. Coating shall be applied in strict accordance with the directions of the manufacturer.
3. Forms shall be removed in such manner as to assure the complete safety of the structure. In no case shall supporting forms or shoring be removed until the concrete has acquired sufficient strength.

C. Placing of Concrete:

1. Only those methods and arrangements of equipment shall be used which will reduce to a minimum any segregation of coarse aggregate from the concrete.
2. Every consideration shall be given to the proper placement of all concrete and the proper care of all concrete after placement.
3. Concrete shall be deposited into the forms or on the grade as nearly as practicable in its final position and in such manner that the concrete will completely fill the forms.
4. Vibration shall not be used to move concrete in a horizontal direction after initial placement.
5. Concrete that has partially hardened or has been contaminated by foreign material shall not be deposited in the Work and shall be removed from the Site at no additional cost to the City.
6. When inclined chutes beyond the mixer are permitted by the City, a baffle shall be provided at the bottom end so that concrete will drop vertically without segregation.
7. No water shall be added to the concrete for any reason at the job site that will result in exceeding the specified water-cement ratio. Any water withheld when batching the concrete shall be noted on the material delivery ticket.
8. Care shall be taken to assure proper concrete coverage of reinforcing steel as designed.
9. Placement operations shall be performed in such a manner as to prevent loose earth falling into the excavation during placement of concrete.
10. Concrete that might contact forms or reinforcing steel during placement shall be placed by the use of trunks or pipes whenever the drop exceeds six (6) feet for unexposed work, or three (3) feet for exposed work.
11. When trunks or pipe are used, they shall be located at horizontal spacing of not to exceed ten (10) feet.
12. Concrete for thrust restraints shall be placed in horizontal layers not exceeding two (2) feet in depth.
13. Placing of concrete in thrust restraints shall be done in such manner as to prevent "cold joints," both horizontally and vertically.

D. Vibrating:

1. In conformance with ACI 309, mechanical internal vibrators shall be used whenever possible in all formed concrete work.
2. Vibrators shall be inserted at uniform spacing of twelve (12) inches to twenty (20) inches to assure thorough consolidation of all concrete.
3. Vibrators shall be inserted and withdrawn vertically to a depth, which will assure penetration into the previous lift with vibration periods of from five (5) to fifteen (15) seconds.
4. Form vibration and/or hand spading will be required at points inaccessible for thorough internal vibration.
5. During placement of concrete, stand-by vibrators shall be immediately available in the event of mechanical failure in the vibrators being used.

- E. No concrete shall be deposited below water. The excavation may be damp but shall contain no water.
- F. Concrete shall be conveyed from the mixer to the place of final deposit by methods which will prevent the separation or loss of materials. Retempering of concrete is not permissible.
- G. For formed surfaces, the Contractor shall break off ties, grout voids which are deeper than ½" and chip out honeycombed areas to solid concrete and grout flush with formed surface.
- H. Curing shall be maintained continuously for seven days after placing concrete or until forms are removed and the surface finished. Concrete surface temperature is to be maintained between 50°F and 100°F for at least seven days.
- I. Concrete shall not be placed on iced or frozen subgrade or when the air temperature is below 20°F. Concreting shall not be continued when the air temperature is below 45°F unless the following conditions are attained:
 - 1. Mixing water shall be heated (to a maximum of 150°F).
 - 2. Aggregates shall be heated until free of all ice and frost.
 - 3. The concrete temperature after mixing shall be between 50°F and 70°F if the air temperature is 20°F to 45°F.
 - 4. After the concrete is placed, it shall be covered, protected, and heated so as to maintain a minimum of 70°F air temperature for the 24 hours and 50°F air temperature for the next six days. Open-flame type heaters are not permitted. Heating equipment not vented outside of the covering will not be permitted.
 - 5. Moist conditions shall be maintained during the heating period.
 - 6. All covering, heating equipment, etc., shall be on hand and approved by the Engineer before any concrete is placed.
- J. Calcium chloride, as an admixture, shall not be used.
- K. Exposed concrete is not to be placed in air temperatures above 100°F. Cover, protect and cool work as to maintain the temperature of the concrete below 100°F. The concrete temperature, after mixing, shall not be greater than 85°F. Spray and/or shade aggregate piles and cool mixing water as required.

3.2 CONCRETE TEST CYLINDERS

- A. All concrete test cylinders shall be provided by a certified testing laboratory. The testing of test cylinders, including transportation, shall be paid for by the Contractor.
- B. The laboratory shall make at least three test cylinders for each day's pour in excess of 10 cubic yards of each class of concrete, and three test cylinders for each additional 50 cubic yards or major fraction thereof, as directed by the Engineer.
- C. The laboratory shall ship the test cylinders to the laboratory on the second day, where the laboratory shall proceed to cure until tested. One cylinder shall be tested on the seventh day, and the remaining cylinders shall be tested on the 28th day. The test cylinders shall be identified at the time cast, and as to which pour is represented. Unsatisfactory tests of cylinders shall make the concrete represented subject to rejection, with consequent removal and replacement required.
- D. Concrete test cylinders shall be cast and tested in accordance with ASTM C31 and C39. The testing laboratory shall furnish four copies of test reports for test cylinders and distributed as follows:
 - 1. 2 copies – City.
 - 2. 2 copies – Contractor.

3.3 CLEANUP

- A. Cleanup operations shall be conducted in accordance with Section 01566 – Cleanup Operations

END OF SECTION