

**COUNTY OF RIVERSIDE PURCHASING AND FLEET SERVICES
PUBLIC WORKS (Projects Over \$25,000)**

Bid Submission Address:
Purchasing and Fleet Services
2980 Washington Street
Riverside, CA 92504-4647
Telephone: (951) 955-4937
Return bid to address above:

Request for Bids # FPARC-316

Bid Issue Date: 2/28/2018
Job Walk Date: 3/12/2018
Bid Closing Date: 3/28/2018
on or before 1:30 P.M. Pacific Time

**PUBLIC WORKS
NOTICE INVITING BIDS**

1. The **COUNTY OF RIVERSIDE**, herein called County, invites sealed bids for:

REMOVE, DISPOSE, REPLACE, AND INSTALL GARLAND ROOF SYSTEM AND ASSOCIATED MATERIALS AT FIRE STATION 54 "HOMELAND"

With the exception of the Agency supplied roof materials as per Attachment B, Section 3.10, the Contractor shall furnish all labor, materials, parts, equipment, tools, supervision, services, transportation, waste disposal, facilities and other required items necessary to complete the following work in strict accordance with all of the Contract Documents as further described in Attachment A and B:

JOB SITE:
Riverside County Fire Station 54 "Homeland"
25730 Sultanas Road
Homeland, CA 92548

<https://goo.gl/maps/x9C1eRzXyHz>

ESTIMATED PROJECT COST: \$ 70,000.00

-
2. **CONTRACT DOCUMENTS** - Each bid shall be in accordance with the Contract Documents.
- a. **GENERAL CONDITIONS:** The General Conditions applicable to the work are included in this RFB as Attachment C.
- b. **PURCHASING WEBSITE:** Addenda, registration and other information related to the RFB are available at www.purchasing.co.riverside.ca.us
3. **LICENSE REQUIRED** - The following license is required for this project: B – General Contractor, C-39 Roofing Contractor.
4. Any contact with County personnel regarding this procurement, other than the Purchasing Procurement Contract Specialist identified in this RFB, may result in disqualification of your bid.

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5. TIMELINES -

1. Release of Request for Bids:	<u>Date: February 28, 2018</u>
2. Mandatory Bidder Conference: Attendees more than five minutes late will not be allowed to attend. Bids will not be accepted from bidders that did not attend the mandatory bidder conference.	<u>Date: March 12, 2018</u> <u>Time: 9:00 a.m.</u> Location: (25730 Sultanas Rd., Homeland, CA 92548) Cell#:951-623-3845, Sean Reed, Procurement Contract Specialist
3. Deadline For Submission Of Questions: Email: <u>sean.reed@fire.ca.gov</u> It is the responsibility of the bidder to confirm transmission of correspondence.	<u>Date: March 16, 2018</u> <u>Time: No later than 01:30 p.m.</u> Must be in the form of an Email
4. Deadline For Bids:	<u>Date: March 28, 2018</u> on or before 1:30 PM Pacific time

6. **BID SUBMITTAL** - All bids must be submitted on the (insert page number) page Bid Form (pages 5 through 11). The bid shall be delivered (no e-mail delivery) to County Purchasing and Fleet Services at the address stated below on or before 1:30 p.m. on the closing date. The RFB number, title, and closing date and time shall appear on both the envelope and the bid cover sheet. Under no circumstances will a bid be accepted after the closing date and time.

BIDS SHALL BE DELIVERED TO:

**COUNTY OF RIVERSIDE
PURCHASING AND FLEET SERVICES
Attn: Sean Reed
2980 Washington Street
Riverside, CA 92504-4947
Reference: FPARC-316**

7. **UNIFORM PUBLIC CONSTRUCTION COST ACCOUNTING ACT** - The County has adopted the Uniform Public Construction Cost Accounting Act (Public Contract Code Section 22000 et seq.) pursuant to County Ordinance No. 757. The County through its Purchasing Agent may bid and award a contract pursuant to the procedures stated in the Act. The Purchasing Agent's current maximum authority under the Act is \$175,000 for a single contract. All applicable public works requirements still apply.
8. **PREVAILING WAGES AND LABOR CODE REQUIREMENTS** – This is a public works project subject to compliance monitoring and enforcement by the California Department of Industrial Relations. The awarded bidder shall comply with all applicable provisions of the California State Labor Code regarding prevailing wages, Department of Industrial Relations Division of Apprenticeship Standards Labor and other requirements, including but not limited to Labor Code Sections 1771.4, 1773.1, 1774, 1775 and 1776.

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Return bid to address above:

County Purchasing and Fleet Services has obtained the most recent determination of general prevailing rates of per diem wages applicable to the work, and for holiday and overtime work, including employer payments for health and welfare, pension, vacation, and similar purposes; and this will be made available to any bidder upon request. This information can also be obtained at the California State Department of Industrial Relations, 464 West Fourth St., San Bernardino.

The awarded bidder shall post job site notices as prescribed by regulation. Contractor or subcontractor shall furnish records specified in Labor Code Section 1776 to the Labor Commissioner.

Pursuant to Labor Code Section 1771.1, any contractor submitting a bid, or subcontractor listed on the Bid Form, must be currently registered with the Department of Industrial Relations and qualified to perform public work pursuant to Labor Code Section 1345.5. No contractor or subcontractor will be awarded without proof of current D.I.R. registration.

9. The awarded bidder must hold the required California license, in good standing with the Contractor State License Board, at the time of submitting its bid and continuously thereafter until project completion. A subcontractor may possess the required license only if allowed by applicable law. Licensure statements are made under penalty of perjury.
10. The awarded bidder will be required to furnish performance and payment bonds and insurance documents in accordance with the requirements stated in this RFB.

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INSTRUCTIONS TO BIDDERS

1. **CONTRACTOR REGISTRATION** – The awarded bidder shall register all of its current information with the County’s online database at www.purchasing.co.riverside.ca.us, including W-9 and IRS 147C forms; or update its information if already registered. It is suggested that all bidders register in the County database so their information will be available for future consideration.
2. **PRICES/NOTATIONS** - All prices/notations must be typewritten or written in ink. No erasures permitted. Mistakes shall be crossed out, corrections made adjacent and initialed by person signing document. Each item shall be bid separately. All signatures must be by an authorized representative of bidder.
3. **PRICING/TERMS/TAX** - All pricing shall be bid F.O.B. destination, including applicable tax, permits, and licenses. The County pays California sales tax and is exempt from Federal excise tax. The Contractor shall pay all taxes related to the work. In the event of an extension error, the unit price shall prevail.
4. **ADDENDA TO RFB** - The County reserves the right to issue such addenda to the RFB as it may desire at any time prior to the time for receiving bids. The number and date of each addendum shall be listed on each bid in the space provided.
5. **COUNTY RESERVATION OF RIGHTS** - The County reserves the right to reject any or all bids, to waive any discrepancy, technicality or informalities in a bid or in the bidding process, and to make the award in any manner determined by the County to be most advantageous to the County.
6. **WITHDRAWAL OF BID** - A bid may be withdrawn only prior to the bid closing date and time. No bidder may withdraw or modify its bid for a period of sixty (60) calendar days after the bid closing date.
7. **INTERPRETATION OF THE BID DOCUMENTS** - Discrepancies in and omissions from any of the Contract Documents, questions as to their meaning or uncertainties that might cause disputes, shall immediately be brought to the attention of the County by the bidder. Any interpretation of the terms of the Contract Documents will be made only by written addenda issued by the County and available at www.purchasing.co.riverside.ca.us. The County will not be responsible for any other explanations or interpretations.
8. **ADDITIONAL INFORMATION** – Prior to award, the County reserves the right to require additional information from a bidder, including but not limited to information regarding the bidder’s financial responsibility or other information the County determines is necessary to ascertain whether the bid is in fact the lowest responsible and responsive bid submitted
9. **AWARD OF CONTRACT** - The bid shall be awarded upon issuance of a County purchase order, which shall include the Contract Documents by reference or attachment.

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BID FORM
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The bidder, having carefully examined the proposed site and all of the Contract Documents, proposes and agrees to furnish all tools, equipment, services, apparatus, facilities, transportation, labor and materials necessary to complete the project as outlined in this RFB in strict conformity with all of the Contract Documents.

The bidder acknowledges receipt of the following addenda:

Addendum No. _____ Date: _____
Addendum No. _____ Date: _____
Addendum No. _____ Date: _____

BID SUMMARY
(EXAMPLE BELOW)

Item	Description	Quantity	Unit	Unit Price	Amount
1.	Contractor Supplied Roofing Materials	1	Lot	\$ _____	\$ _____
2.	Fascia Board Replacement	1	Lot	\$ _____	\$ _____
3.	Gutter Replacement	1	Lot	\$ _____	\$ _____
4.	Labor	1	Lot	\$ _____	\$ _____
5.	Bonding Fees	1	Lot	\$ _____	\$ _____

BASE BID

The undersigned agrees to perform all work required for this project for the sum of: \$ _____
(List sum of items 1 through 5)

NOTE: Bidders are to include pricing for unforeseen replacement of Wood Decking to include material and labor:

Price per square foot of Wood Decking Replacement \$ _____

These prices include all applicable taxes, permits, licenses, insurance and bond costs, and all other costs incidental or related to the work.

Contract will be awarded on Base Bid only and no Alternates unless expressly requested by the County in writing to all interested parties.

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The following percentage information must also be provided for the Base Bid (though it will not be used in awarding the contract):

Labor: _____% Materials: _____% Other: _____% All three must total 100%.

PAYMENT TERMS

_____ Lump sum payment at project completion

If prompt payment discount offered (for example, 1% Net 15) please describe: _____

LIQUIDATED DAMAGES - It is agreed that time is of the essence for completion of this work. Therefore, the parties agree the awarded bidder (Contractor) shall pay to the County, as fixed and liquidated damages, and not as penalty, a dollar sum in the amount of **\$0.00** per day for each calendar day beyond the allowed time stated in the Contract Documents after which the work is completed.

TIME FOR COMPLETION - The work shall be commenced on a date to be specified in a written order from the County and shall be completed within thirty (30) calendar days following the date specified in County's written order.

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BID FORM
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AWARD OF CONTRACT

The bidder understands that a contract is formed upon the acceptance of its bid by the County. The bidder agrees it will promptly execute and deliver to County the Agreement together with the required Payment and Performance Bonds and insurance documents.

BID GUARANTEE

The enclosed certified or cashier's check or bid bond on the provided form, made payable to the County in the amount of ten percent (10%) of the total bid, is hereby given as a guarantee that the bidder will execute and deliver the Agreement and required bonds if awarded the contract. In the event that the bidder fails or refuses to execute and deliver said documents, such check or bond is to be charged with the costs of the damages experienced by the County as a result of such failure or refusal.

Name of Bidder:

Type of Organization:

Signature:

Name and Title:

Address of Bidder:

Telephone No.:

Email:

Contractor's License No.:

Classification:

Expires:

DIR Registration No.:

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BID FORM

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**TO BE SUBMITTED WITH BID
NON-COLLUSION DECLARATION**
(Public Contract Code Section 7106)

The undersigned declares:

I am the _____ of _____, the party making the foregoing bid.

The bid is not made in the interest of, or on behalf of, any undisclosed person, partnership, company, association, organization, or corporation. The bid is genuine and not collusive or sham. The bidder has not directly or indirectly induced or solicited any other bidder to put in a false or sham bid. The bidder has not directly or indirectly colluded, conspired, connived, or agreed with any bidder or anyone else to put in a sham bid, or that anyone shall refrain from bidding. The bidder has not in any manner, directly or indirectly, sought by agreement, communication, or conference with anyone to fix the bid price of the bidder or any other bidder, or to fix any overhead, profit, or cost element of the bid price, or of that of any other bidder.

All statements contained in the bid are true. The bidder has not, directly or indirectly, submitted its bid price of any breakdown thereof, or the contents thereof, or divulged information or data relative thereto, to any corporation, partnership, company, association, organization, bid depository, or to any member or agent thereof to effectuate a collusive or sham bid, and has not paid, and will not pay, any person or entity for such purpose.

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

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

[Signature of Declarant]

[Printed Name of Person Signing]

[Name of Bidder]

[Office or Title]

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BID BOND
Page 1 of 2

(Public Work – Public Contract Code Section 20129 (a))

WHEREAS, The undersigned _____ (“Principal”) is herewith submitting to the County of Riverside (“County”) a Bid dated _____ 2018, in the amount of _____ (\$ _____)

for the award by County to Principal of a contract (“Contract”) for the following: (REMOVE, DISPOSE, REPLACE, AND INSTALL GARLAND ROOF SYSTEM AND ASSOCIATED MATERIALS AT FIRE STATION 54 “HOMELAND”).

WHEREAS, Principal is obligated as a condition of said Bid to submit security pursuant to Public Contract Code Section 20129 (a) in the amount of ten percent (10%) of the Bid Amount, which security may be in the form of a Bid Bond issued by an admitted surety insurer pursuant to Code of Civil Procedure Section 995.120 (“Admitted Surety”);

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

THE CONDITION OF THE ABOVE OBLIGATION IS SUCH, that if Principal is awarded the Contract upon such Bid and thereafter within the period of time specified in County’s bidding documents governing the bidding process applicable to such Bid (“Bidding Documents”) enters into the Contract with County on the terms and conditions required by the Bidding Documents and furnishes the performance and payment bonds, evidence of insurance and other documents that Principal is required to submit under the terms of the Bidding Documents, then this obligation shall be null and void; otherwise, it shall remain in full force and effect and the sum guaranteed by this bond shall, at the option of County, be forfeited to County to pay all losses and damages suffered by County as a result thereof and permitted by applicable law, including, without limitation, the difference between the Bid Amount and amount for which the County may legally contract with another party to perform the Work (if such latter amount be greater than the Bid Amount), costs of publication, and all other losses and damages suffered by County (including, without limitation, those associated with delay to the Project); provided, however, that Surety’s liability shall not exceed the penal amount of this bond.

Surety, for value received, hereby agrees that no change, extension of time, alteration or addition to the terms of the Contract or the Bidding Documents, or to the work to be performed thereunder, nor any withdrawal of the Bid in a manner not permitted by the requirements of the Bidding Documents shall in any way impair or affect Surety’s obligation under this bond, and Surety does hereby waive notice of any such changes, extensions of time, alterations or additions.

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BID BOND
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In the event any legal proceeding or arbitration is brought upon this bond by County and judgment or award is entered in favor of County as the prevailing party, Surety shall pay all costs and attorney's fees incurred by the County.

IN WITNESS WHEREOF the undersigned parties have executed this instrument under their several seals this day of _____, 2018, the name and corporate seal of each corporate party being hereto affixed and these presents duly signed by its undersigned representative, pursuant to authority of its governing body.

Affix Seal if Corporation

(Firm Name – Principal)

(Business Address)

By _____
(Original Signature)

(Title)

(Corporation Name – Surety)

Affix Corporate Seal

(Business Address)

By _____
(Original Signature)
ATTORNEY-IN-FACT

Note: Notary acknowledgment for Surety's signature and Surety's Power of Attorney must be included or attached

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AGREEMENT

Page 1 of 2

THIS AGREEMENT, entered into this _____ day of _____, 2018, by and between _____, hereinafter called the "Contractor," and the County of Riverside, hereinafter called "County."

The parties mutually agree as follows:

CONTRACT DOCUMENTS: The complete contract includes the Contract Documents which are intended to be complimentary.

The Contract Documents include: Notice Inviting Bids; Instructions to Bidders; Bid Form; the Request for Bids ("RFB"), including Attachment A, B, C, any addenda or other documents attached to or incorporated into the RFB; this Agreement; all project bonds; all applicable plans, specifications and drawings; and approved change orders.

STATEMENT OF WORK: The Contractor agrees to furnish all labor, materials, parts, equipment, tools, supervision, services, transportation, waste disposal, facilities and other required items necessary to complete the work to REMOVE, DISPOSE, REPLACE, AND INSTALL GARLAND ROOF SYSTEM AND ASSOCIATED MATERIALS AT FIRE STATION 54 "HOMELAND", in strict accordance with all of the Contract Documents.

TIME FOR COMPLETION: The work shall be commenced on a date to be specified in a written order from the County and shall be completed within thirty (30) days following the date specified in County's written order.

COMPENSATION TO BE PAID TO CONTRACTOR: The County agrees to pay and the Contractor agrees to accept in full consideration for the performance of all the work the sum of; _____ \$(_____).

Pursuant to Labor Code Section 1861, the Contractor gives the following certification: "I am aware of the provisions of Section 3700 of the Labor Code which require every employer to be insured against liability for worker's compensation or to undertake self-insurance in accordance with the provisions of that code, and I will comply with such provisions before commencing the performance of work of this contract."

AGREEMENT FORM

Page 2 of 2

Contractor's legal type of organization: _____

List names of all persons who have authority to bind the Contractor:

AGREED:

Firm Name:			
Address:			
Contractor's License No.		Expires:	
DIR Registration No:			
Signature:			Date:
Name and Title:			

COUNTY OF RIVERSIDE

Signature: _____

Name and Title: _____

Date: _____

PAYMENT BOND

Page 1 of 2

(Public Work - Civil Code Sections 9550 et seq.)

WHEREAS, the County of Riverside ("County") on _____, 2018, has awarded Construction Contract Number: FPARC-316 ("Contract") to the undersigned _____, as Principal ("Principal") to perform the work ("Work") for the following project; REMOVE, DISPOSE, REPLACE, AND INSTALL GARLAND ROOF SYSTEM AND ASSOCIATED MATERIALS AT FIRE STATION 54 "HOMELAND".

WHEREAS, said Principal is required by the Contract and/or by Division 3, Part IV, Title XV, Chapter 7 (commencing at Section 9550) of the California Civil Code to furnish a payment bond in connection with the Contract;

NOW THEREFORE, we, the Principal and _____ ("Surety"), an admitted surety insurer pursuant to Code of Civil Procedure, Section 995.120, are held and firmly bound unto County in the penal sum of _____ Dollars (\$_____), this amount being not less than one hundred percent (100%) of the total sum payable by County under the Contract at the time the Contract is awarded by County to the Principal, lawful money of the United States of America, for the payment of which sum well and truly to be made, we, Principal and Surety, bind ourselves, our heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

THE CONDITION OF THIS OBLIGATION IS SUCH that if Principal, its heirs, executors, administrators, successors, or assigns approved by County, or its subcontractors, of any contracting tier, shall fail to pay any person or persons named in California Civil Code, Section 9554, then Surety will pay for the same, in or to an amount not exceeding the penal amount hereinabove set forth, and also will pay to the prevailing party if suit is brought upon this bond, reasonable attorney's fees as provided in California Civil Code, Section 9564.

Surety, for value received, agrees that no change, extension of time, alteration or addition to the terms of the Contract, or to the Work to be performed thereunder, nor any rescission or attempted rescission of the Contract or this bond, nor any conditions precedent or subsequent in the bond or Contract attempting to limit the right of recovery of any claimant otherwise entitled to recover under the Contract or this bond shall in any way impair or affect Surety's obligation under this bond, and Surety does hereby waive notice of any such changes, extensions of time, alterations or additions.

PAYMENT BOND

Page 2 of 2

Surety is not released from liability to those for whose benefit this bond has been given, by reason of any breach of the Contract by County or Principal.

Surety's obligations hereunder are independent of the obligations of any other surety for the performance of the Contract, and suit may be brought against Surety and such other sureties, joint and severally, or against any one or more of them or against less than all of them, without impairing County's rights against the others.

Affix Seal if Corporation

(Firm Name – Principal)

(Business Address)

By

(Original Signature)

(Title)

(Corporation Name – Surety)

Affix Corporate Seal

(Business Address)

By

(Signature – Attached Notary's Acknowledgment)

ATTORNEY-IN-FACT
(Title-Attach Power of Attorney)

Note: Notary acknowledgment of signatures of Bidder and Surety, and Surety's Power of Attorney, must be included or attached.

PERFORMANCE BOND

Page 1 of 3

(Public Work – Public Contract Code Section 20129 (b))

WHEREAS, the County of Riverside ("County") on _____, 2018, has awarded Construction Contract Number: FPARC-316 ("Contract") to the undersigned _____, as Principal ("Principal") to perform the work ("Work") for the following project; REMOVE, DISPOSE, REPLACE, AND INSTALL GARLAND ROOF SYSTEM AND ASSOCIATED MATERIALS AT FIRE STATION 53 "GARNER VALLEY", which Contract is by this reference hereby incorporated herein and made a part hereof;

WHEREAS, said Principal is required by the Contract and/or by California Public Contract Code, Section 20129 (b) to furnish a performance bond for the faithful performance of the Contract;

NOW THEREFORE, we, the Principal and _____ ("Surety"), an admitted surety insurer pursuant to Code of Civil Procedure, Section 995.120, are held and firmly bound unto County in the penal sum of _____ Dollars (\$_____), this amount being not less than one hundred percent (100%) of the total sum payable by County under the Contract at the time the Contract is awarded by County to the Principal, lawful money of the United States of America, for the payment of which sum well and truly to be made, we, Principal and Surety, bind ourselves, our heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

THE CONDITION OF THIS OBLIGATION IS SUCH that if Principal, its heirs, executors, administrators, successors or assigns approved by County, shall in all things stand to and abide by and well and truly keep and perform all the undertakings, terms, covenants, conditions and agreements in the Contract, including, without limitation, all obligations during the original term and any extensions thereof as may be granted by County, with or without notice to Surety thereof (including, without limitation, the obligation for Principal to pay liquidated damages), all obligations during the period of any warranties and guarantees required under the Contract and all other obligations otherwise arising under the terms of the Contract (such as, but not limited to, obligations of indemnification), all within the time and in the manner therein designated in all respects according to their true intent and meaning, then this obligation shall become null and void; otherwise, it shall be and remain in full force and effect.

PERFORMANCE BOND

Page 2 of 3

Whenever Principal shall be, and is declared by County to be, in default under the Contract, the Surety shall promptly either remedy the default, or, if the Contract is terminated by County or the Principal's performance of the Work is discontinued, Surety shall promptly complete the Contract through its agents or independent contractors, subject to acceptance of such agents or independent contractors by County as hereinafter set forth, in accordance with its terms and conditions and to pay and perform all obligations of Principal under the Contract (including, without limitation, all obligations with respect to payment of liquidated damages) less the "Balance of the Contract Price" (as hereinafter defined); subject to the penal amount of this bond as set forth above. The term "Balance of the Contract Price," as used in this paragraph, shall mean the total amount payable to Principal by County under the Contract and any modifications thereto, less the amount previously paid by County to the Principal and less amounts that County is authorized to withhold under the terms of the Contract.

If County determines that completion of the Contract by Surety or its agents or independent contractors must be performed by a lowest responsible bidder selected pursuant to a competitive bidding process, then Surety shall comply with such processes in accordance with the requirements of County and applicable laws. Unless otherwise approved by County, in the exercise of its sole and absolute discretion, Surety shall not utilize Principal in completing performance of the Work.

No right of action shall accrue on this bond to or for the use of any person or entity other than County or its successors or assigns.

In the event any legal proceeding or arbitration is brought upon this bond by County and judgment or award is entered in favor of County as the prevailing party, Surety shall pay all costs and attorney's fees incurred by the County.

Correspondence or claims relating to this bond shall be sent to Surety at the address set forth below.

Surety, for value received, 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 impair or affect Surety's obligation under this bond, and Surety does hereby waive notice of any such changes, extensions of time, alterations or additions.

Surety's obligations hereunder are independent of the obligations of any other surety for the performance of the Contract, and suit may be brought against Surety and such other sureties, joint and severally, or against any one or more of them or against less than all of them, without impairing County's rights against the others.

PERFORMANCE BOND

Page 3 of 3

Affix Seal if Corporation

(Firm Name – Principal)

(Business Address)

By _____
(Original Signature)

(Title)

(Corporation Name – Surety)

Affix Corporate Seal

(Business Address)

By _____
(Signature – Attached Notary’s Acknowledgment)

ATTORNEY-IN-FACT
(Title-Attach Power of Attorney)

Note: Notary acknowledgment of signatures of Bidder and Surety, and Surety’s Power of Attorney, must be included or attached.

ATTACHMENT A

SCOPE OF WORK

RIVERSIDE COUNTY FIRE STATION 54 "HOMELAND"

25730 Sultanas Road
Homeland, CA 92548

Contractor shall remove, dispose, replace, and install Garland roof system at Fire Station 54 "Homeland". Fire Station 54 consists of a single building.

The scope of work is as follow:

1. Remove and dispose of current roof system
2. Install 1/4" Dendeck
3. Install new Taper System
4. Install (2) new scuppers & overflows
5. Install HPR Torch Base Sheet as supplied by the Agency
6. Install StressPly IV Min Cap Sheet as supplied by the Agency
7. Install Title 24 Cool Roof Coating with White Gravel as supplied by the Agency
8. Install 30-year dimensional shingles over the entire pitched roof area (Contractor Provided)
9. Provide 30 Year Roof Warranty
10. Remove, dispose, and replace fascia in-kind (color to be approved by Owner)
11. Remove, dispose, and replace gutters in-kind (color to be approved by Owner)

ATTACHMENT B

Technical Specifications and supporting/associated documentation for FPARC-316 available on Purchasing's website free of charge: www.purchasing.co.riverside.ca.us

**RIVERSIDE COUNTY FIRE DEPARTMENT
FIRE STATION No. 54 – HOMELAND
SECTION 07311 - ASPHALT SHINGLES****OVERVIEW**

Riverside County Fire (RCF) requires that the roof, fascia, and gutters of the Riverside County Fire Station #54, "Homeland", be replaced. The site consists of a single building.

RCF is purchasing an asphalt shingle system from The Garland Company, Inc. (Garland). Prospective Contractors shall be authorized installers of Garland roof systems and shall submit Garland Approved Applicator letter with their bid documents.

1.01 RELATED DOCUMENTS

- A. Provide all labor, equipment, shingles, and miscellaneous material to install County furnished and purchased roofing system over the properly prepared substrate for the County. The installer shall be financially responsible for the materials that are not supplied by the County and The Garland Company, Inc to install the new roofing system. Additional details under section 3.10 of this specification.
- B. Roofing materials specifically listed at the end of the section will be provided by the County. Roofing contractor is required to review County Provided Materials.

1.02 SCOPE OF WORK

- A. Provide all labor, equipment, shingles, and miscellaneous materials to install the new roof system over the properly prepared substrate.
- B. Remove the existing shingle roof system and dispose of properly.
- C. Replace all damaged substrate with same like and kind. Provide the County with square foot price for replaced of substrate with bid package.
- D. Remove all fascia as reviewed and measured at time of Job Walk. Roofing contractor to install new primed and painted wood fascia. Roofing contractor to match fascia with same like and kind. Roofing Contractor to obtain color approval from owner prior to completion.
- E. Install 1 ply of self-adhering HPR Aqua Shield base sheet over entire pitched roof substrate. Install an additional layer at all valleys and ridges.
- F. Install new drip edge at all eaves and gables. The color of the drip edge is to be selected from the manufacturer's standard colors.
- G. Install new gutter and down spout system as reviewed at Job Walk.
- H. Contractor to follow all State and County Codes and Regulations for roofing.

- I. No staples shall be used on this project.
- J. Install new lead flashings on all pipe flashing's and other penetrations.
- K. Install new metal shingles along gable edge.
- L. Install 30-year dimensional shingles over the entire pitched roof area. The color of the shingles is to be white T24 compliant from standard color chart.

1.03 SECTION INCLUDES:

- A. Granular surfaced glass fiber mat reinforced shingle roofing.
- B. Moisture shedding underpayment, eave, valley and ridge protection.
- C. Associated metal flashings.
- D. Ridge and suffix vents.

1.04 REFERENCES

- A. ASTM B209 - Aluminum-Alloy Sheet and Plate
- B. ASTM D226 - Asphalt-Saturated Organic Felt Used in Roofing and Waterproofing.
- C. ASTM D228 - Method of Testing Asphalt Roll Roofing, Cap Sheets and Shingles.
- D. ASTM D4586 - Asphalt Roof Cement, Asbestos Free.
- E. ASTM D3161 - Wind Resistance of Asphalt Shingles
- F. ASTM D3018 - Class A Asphalt Shingles Surfaced with Mineral Granules.
- G. ASTM A361 - Sheet Steel, Zinc Coated (Galvanized) by the Hot-Dip Process for Roofing and Siding.
- H. ASTM B370 - Copper Sheet and Strip for Building Construction.
- I. NRCA - Steep Roofing Manual.
- J. ARMA - Residential Asphalt Roofing Manual.
- K. UL 790 - Tests for Fire Resistance of Roof Covering Materials.
- L. UL 997 - Wind Resistance of Prepared Roof Covering Materials.

1.05 SUBMITTALS – (if requested Manufacturer to provide)

- A. Submit under provisions of application section.
- B. Product Data: Provide data indicating material characteristics, performance criteria, and limitations. Material must be pre-approved 5 days before bid opening.
- C. Manufacturer's Installation Instructions: Indicate preparation required and installation procedures.
- D. Any material submitted as equal to the specified material must be accompanied by a report signed and sealed by a professional engineer licensed in the state in which the installation is to take place. This report shall show that the submitted equal meets the Design and Performance criteria in this specification. Substitution requests submitted without licensed engineer approval will be rejected for non-conformance.
- E. Samples: Submit two (2) samples of the following:
 - 1' x 1' sample of Shingle roofing underlayment for review.

1.06 QUALITY ASSURANCE

- A. Applicator: Factory-certified steep & low slope roofing contractor.

1.07 REGULATORY REQUIREMENTS

- A. Conform to all applicable local codes.
- B. UL 790, Class A; UL 997, Wind Resistance.

1.08 PRE-INSTALLATION CONFERENCE

- A. Convene an on-site pre-roofing conference with RCF and Garland representatives approximately two (2) weeks before scheduled commencement of roofing system installation and associated work.
- B. Require attendance of installer of each component of associated work, installers of deck or substrate construction to receive roofing work, installers of rooftop units and other work in and around roofing which must precede or follow roofing work (including mechanical work if any), Owner, roofing system manufacturer's representative, and other representatives directly concerned with performance of the Work, including (where applicable) Owner's insurers, testing agencies and governing authorities.
- C. Objectives of conference to include:
 - 1. Review foreseeable methods and procedures related to roofing work, including set up and mobilization areas for stored material and work area.
 - 2. Tour representative areas of roofing substrates decks; inspect and discuss condition of substrate, roof drains, curbs, penetrations and other preparatory work performed by others.
 - 3. Review structural loading limitations of deck and inspect deck for loss of flatness and for required attachment.
 - 4. Review roofing system requirements (drawings, specifications and other contract documents).

5. Review required submittals both completed and yet to be completed.
 6. Review and finalize construction schedule related to roofing work and verify availability of materials, installer's personnel, equipment and facilities needed to make progress and avoid delays.
 7. Review required inspection, testing, certifying and material usage accounting procedures.
 8. Review weather and forecasted weather conditions and procedures for coping with unfavorable conditions.
 9. Record discussion of conference including decisions and agreements (or disagreements) reached. Furnish a copy of records to each party attending. If substantial disagreements exist at conclusion of conference, determine how disagreements will be resolved and set date for reconvening conference.
 10. Review notification procedures for inclement weather or non-working days.
- D.** The Owner's Representative will designate one of the conference participants to record the proceedings and promptly distribute them to the participants for record.
- E.** The intent of the conference is to resolve issues affecting the installation and performance of roofing work. Do not proceed with roofing work until such issues are resolved the satisfaction of the Owner and Engineer of Record. This shall not be construed as interference with the progress of Work on the part of the Owner or Engineer of Record.

1.09 DELIVERY, STORAGE, AND HANDLING

- A. Roofing material shall be delivered with labels intact in quantities required to assure continuity of application.
- B. Storage at the job site should be in a covered, ventilated area - maximum temperature 110° F. Store on a flat surface, to a height per pallet as recommended by the manufacturer. Do not store near steam pipes, radiators, etc., or in sunlight. All rolls must be stored on end.
- C. In accordance with good roofing practice, bundles should not be dropped on edge nor should attempt be made to separate shingles by "breaking" over ridge or other bundles. This is particularly important at temperatures of 40° F or below.
- D. Handle carefully. Shingles can be broken in cold weather or their edges damaged in hot weather.

1.10 MANUFACTURER'S INSPECTIONS

- A. When the project is in progress, the roofing system manufacturer will provide the following:
1. Keep the Owner informed as to the progress and quality of the work as observed.
 2. Provide periodic job site inspections a minimum of 3 days a week.
 3. Report to the Owner in writing any failure or refusal of the Contractor to correct unacceptable practices called to the Contractor's attention.
 4. Confirm after completion that manufacturer has observed no applications procedures in conflict with the specifications other than those that may have been previously reported and corrected.

1.11 WARRANTY

- A. Provide (30) year manufacturers shingle slope roof warranty.
- B. Provide (2) year bonded contractor warranty and an additional (3) year contractor labor warranty for a total of 5 years.

PART 2 - PRODUCTS

2.01 MANUFACTURERS - ASPHALT SHINGLES

- A. Dimensional Tab 30 Year Shingle manufactured by GAF Materials Corporation, Certain Teed Landmark, or Malarkey Highlander or pre-approved equal.

2.02 ASPHALT SHINGLES

- A. Asphalt Shingles: UL Class A Rating and Wind Resistance Label, glass fiber mat base, mineral surface, color selected by Owner to be T24 Compliant.

2.03 ASPHALT SHINGLE UNDERLAYMENTS

- A. Underlayment—Roof Deck Protection: HPR Aqua Shield Base Sheet underpayment as manufactured by The Garland Company and Supplied by the County.

2.04 ACCESSORIES

- A. Nails: Standard round wire shingle type, Zinc coated steel or aluminum, 10-12 gauge, barbed or deformed shank, with heads 3/8" (9.5 mm) to 7/16" (11 mm) in diameter. Nails must be long enough to penetrate into solid wood deck at least 3/4" (19 mm) or just through plywood and oriented strand board decks.
- B. Plastic Cement: ASTM D4586 Type I or Type II.
- C. Ridge Vent, if required: COBRA Ridge Vent as manufactured by GAF Materials Corporation or approved equal.

- D. Eave Ventilation, if required: Suffix vents (Cobra Fascia Vent or Cobra Soft-Edge Vent, if applicable) or approved equal.
- E. New, non-corrosive, metal step flashing, minimum 24 gauge (or equivalent) to be used as step flashing around chimneys, dormers, and side walls.
- F. New lead boots to be used around all plumbing vents.

PART 3 - EXECUTION

3.01 EXAMINATION

- A. The old roof system must be torn completely off down to the roof deck.
- B. Verify that the rafters are dry, sound, clean and smooth, free of depressions, waves, or projections.
- C. Repair the rafters by either replacing them or scabbing on them. The County engineer will let the contractor know what to do with the rafters at the jobsite.
- D. Replace the decking with new CDX plywood approved by County.

3.02 PREPARATION

- A. Fill knot holes and surface cracks with latex filler at areas of bonded eave protection.
- B. Broom clean deck surfaces under eave protection and underpayment.

3.03 INSTALLATION - EAVE METAL AND EAVE ICE DAM PROTECTION

- A. Place eave edge metal flashings tight with fascia boards. Weather lap joints 2 inches or 51 mm and seal with roof cement. Secure flange with nails.
- B. Apply HPR Aqua Shield Underlayment for all eave protection.
- C. Extend eave protection membrane minimum 2 feet upslope beyond the interior face of the exterior wall.

3.04 INSTALLATION – PROTECTIVE UNDERLAYMENT IN VALLEYS

- A. Install full width of HPR Aqua Shield directly to deck in all valleys. Shield end laps 6 inches or 152 mm and press firmly to seal.

3.05 INSTALLATION - PROTECTIVE UNDERLAYMENT TO ROOF DECK

- A. (For slopes 2"-4") Place one ply of HPR Aqua Shield Base Sheet underpayment as manufactured by The Garland Company over area not protected by eave or valley protection, with edges lapped a minimum of 19 inches or 483 mm over itself and eave protection, and have ends lapped a minimum of 4 inches or 102 mm over itself. Stagger end laps of each consecutive layer a minimum of 3 feet. In valleys, run Shingle Mate minimum 6 inches or 152 mm over valley protection. Nail in place per manufacturer's requirements.
- B. At all vent pipes, install a 2-square foot piece of HPR Aqua Shield.

3.06 INSTALLATION OF RAKE METAL

- A. Place rake edge metal flashings over eave ice dam and protective underpayment and tight with rake boards. Weather lap joints 2 inches or 50 mm and seal with roof cement. Secure flange with nails. All sheet metal will be per painted knar galvanized.

3.07 INSTALLATION - VALLEY PROTECTION

- A. Run the first and only the first course of shingles from the higher sloped roof surface across the valley a minimum of 12 inches or 305 mm. Then extend all shingles from the lower sloped roof surface across the valley and nail not closer than 6 inches or 152 mm from the center of the valley. Trim all subsequent courses of shingles from the higher slope roof surface 2 inches or 51 mm from the valley center line to achieve a closed cut valley.

3.08 INSTALLATION - ASPHALT SHINGLES

- A. Install shingles in accordance with manufacturer's instructions.
- B. Install 4 or 6 nails per shingle, as recommended by local building codes.
- C. Install Hip and Ridge shingles per manufacturer's instructions.

3.09 INSTALLATION OF RIDGE VENT

- A. If required cut a 2 inch or 51 mm slot along ridge, 1 inch or 25 mm on each side. Leave an uncut closed sheathing area of 6 inch or 152 mm at each end of the ridge. Cut through sheathing only, avoiding roof trusses. On houses with a ridge board, cut 3½ inch or 89 mm slot, 1¾ inch or 44 mm on each side.
- B. Uncoil COBRA Ridge Vent along the entire length of ridge, covering the uncut 6 inch or 152 mm sheathing areas on both ends. Shorter lengths can be joined by caulking and butting the ends.
- C. Install ridge shingles directly over COBRA Ridge Vent. Use roofing nails of sufficient length to penetrate a minimum of ¾ inch or 19 mm into wood boards or just through plywood or oriented strand board decking, on centers recommended by the shingle manufacturer. Do not drive nails home; leave a ¾ inch or 19 mm nominal step between the ridge shingles and the roof shingles.

3.10 COUNTY SUPPLIED ROOFING MATERIAL

- A. Contractor must provide all labor to install owner supplied materials as part of their bid. All materials not specifically included in the owner supplied materials section will be the responsibility of the contractor to provide and install in compliance with section. Overages will be returned to the Owner and under estimated quantities will be the full responsibility of the contractor to supply and install in full compliance with this section. Freight charges of Owner supplied materials will be the responsibility of the Owner. Contractor must take delivery of materials, properly protect, cover and securely store. Contractor must be able to provide certification in writing from roof system manufacturer that the contractor is approved to install the specified roof system and provide all warranty requirements.

**Materials specifically provided by the County
Material Purchased Through the CMAS Program**

<u>Material</u>	<u>Coverage</u>	<u>Quantity Supplied</u>
HPR Aqua Shield	2 Square Roll	<u>23</u> Rolls
Flashing Bond Mastic	5-gal pail	<u>3</u> 5-gal Pail
Tuff Stuff Caulking	24 per case	<u>1</u> Case

END OF SECTION

ATTACHMENT C

General Conditions applicable to the work are included in Attachment C are also available on Purchasing's website free of charge: www.purchasing.co.riverside.ca.us

COUNTY OF RIVERSIDE Page GC - 1 GENERAL CONDITIONS - PUBLIC WORKS over \$25k
EOC 116-222 pw 03/07/14

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GENERAL - The material and services set forth in this bid/agreement shall be furnished by the bidder/seller subject to all the terms and conditions listed herein which bidder/seller in accepting an order agrees to be bound by and to comply with in all particulars. No other terms or conditions shall be binding upon the parties unless hereafter accepted by them in writing. Written acceptance or the beginning of performance of all or any portion of the services herein shall constitute unqualified acceptance of all these terms and conditions.

1. DEFINITIONS -

A. The Owner, the Contractor and the Architect are those named as such in the Agreement.

B. "Approved" shall mean "as approved in writing by the "Architect".

2. CORRELATION AND INTENT OF DOCUMENTS - The Specifications and Drawings are intended to be complimentary so that any work exhibited in the Drawings, but not mentioned in the Specifications, or vice versa, shall be executed to the true intent thereof and the same as if both exhibited in the Drawings and set forth in the Specifications.

3. DETAIL DRAWINGS AND INSTRUCTION - The Architect will furnish to the Contractor, with reasonable promptness, such further detailed explanations, instructions and drawings as may be necessary for the proper execution of the work. In giving such additional instructions, the Architect shall have the authority to make minor changes in the work not involving extra cost, and not inconsistent with the intent of the Drawings and Specifications or the purposes of the building. The Contractor shall conform to same consistency with the intent of the Contract, Drawings and Specifications. The Contractor shall not proceed with any portion of the work unless Contractor is in possession of Plans and information necessary for its proper execution. The execution of the work specially detailed or explained, without a written Change Order signed by the Owner and the Architect, shall constitute an acceptance by the Contractor of detailed drawings or information as being in conformity with the original intent of the Contract Documents.

4. NO ORAL AGREEMENTS - No oral agreement or conversation with any officer, agent, or employee of the Owner, either before or after execution of the Contract shall affect or modify any of the terms or obligations contained in any of the documents comprising said Contract.

5. DRAWINGS AND SPECIFICATIONS - The Contractor shall keep on the work site a copy of the Drawings and Specifications, including all authorized Change Orders, in good condition, which shall always be available to the Owner, Architect, and their representatives. All Drawings, Specifications and copies thereof furnished to the Contractor are the property of the Owner and shall not be used on other work without Owner's consent. Upon completion of this project, all copies of the Drawings and Specifications shall be returned to the Architect, as agent of the Owner.

6. MATERIALS, WORKMANSHIP - All materials used in the project, unless otherwise specified, shall be new, of the types and grades specified, and the Contractor shall, if requested, furnish evidence satisfactory to the Architect that such is the case. All workmanship shall be of the best quality and all workmen shall be suitably skilled in the work which they perform.

7. DEFECTIVE WORK AND MATERIALS - The Contractor shall promptly remove from the premises all materials condemned by the Architect as failing to conform to the Contract, whether incorporated in the work or not, and where materials and/or work have been condemned by the Architect, the Contractor shall promptly replace and re-execute his/her work in accordance with the Contract and without expense to the Owner and shall bear the expense of making good all work of other Contractors destroyed or damaged by such removal or replacement. If the Architect and Owner deem it inexpedient to correct work injured or done not in accordance with the Contract, the difference in value together with a fair allowance for damage shall be deducted from the sum agreed to be paid the Contractor for the performance of the Contract.

8. SUBSTITUTIONS OF MATERIALS AND EQUIPMENT - Materials and equipment, including specially designated makes, must be furnished as specified except when equals are approved by the Architect. Equals will not be accepted unless the Contractor requests and receives permission in writing from the Architect to make specific substitutions. Requests shall be made within sufficient time to allow the Architect to investigate the merits of the proposed substitution, and the Contractor shall present complete details with specific explanations of the characteristics of those details which differ from the Specifications.

9. CONTRACTOR'S TITLE TO MATERIALS - No materials or supplies for the work shall be purchased by the Contractor or by any Subcontractor subject to any chattel mortgage or under a conditional sale or other agreement by which an interest is retained by the seller. The Contractor warrants that Contractor has good title to all materials and supplies for which Contractor accepts partial payment.

10. LICENSES, PERMITS, LAWS, AND REGULATIONS - The Contractor, acting in the name of the Owner, shall obtain and pay, only where legally required, for all licenses and permits, inspections and inspection certificates, required to be obtained from or made by any authority having jurisdiction over any part of the work included in the Contract. The Contractor shall comply with all laws, ordinances and regulations applicable to the work. If the Contractor ascertains at any time that any of the requirements of this Contract are at variance with applicable law, ordinances, regulations or building code requirements, Contractor shall promptly notify the Architect, and shall not proceed with the work in question, except at his/her own risk until the Architect has had an opportunity to determine the extent of the responsibility for the variance. Before the certificate of final payment on the Contract is issued, the Contractor may be required to submit all licenses, permits, and certificates of inspection to the Architect.

11. PATENTS, ROYALTIES AND TAXES - The Contractor shall hold the Owner and the Architect harmless from liability of any nature, including costs and expenses, for or on account of any patented or unpatented article, appliance, or device used in the performance of the Contract and shall defend all suits or claims for infringement of any patent right. Contractor shall pay all applicable Federal, State and local sales taxes and all other taxes pertinent to the work involved in this Contract.

12. ENGINEERING, SURVEY AND SITE EXAMINATION - The Contractor shall be responsible for having ascertained pertinent local conditions such as location, accessibility conditions under which the work is to be performed. No claim for allowances because of his/her error or negligence in acquainting himself with the conditions at the site will be recognized.

13. PROTECTION OF WORK AND PROPERTY - The Contractor shall at all times safely guard the Owner's property from injury or loss in connection with this Contract. Contractor shall at all times safely guard and protect his/her own work and adjacent property from damage. All passageways, guard fences, lights and other facilities required for protection by State or municipal laws and regulations and local conditions shall be protected against damage, and pavements that are accidentally damaged or necessarily cut shall be replaced with the same material upon completion of the work.

14. ACCIDENT PREVENTION - Precaution shall be exercised at all times for the protection of persons, including employees, and property. The safety provisions of applicable laws, building and construction codes shall be observed. The Contractor shall maintain sufficient safeguards, such as railings, temporary walks, lights, etc., against the occurrence of accidents, injuries, damage or hurt to any person or property and shall also be responsible for the same if such occur.

15. EMERGENCIES - In an emergency affecting the safety of life or of the structure or of adjoining property, the Contractor shall take all necessary and proper steps to prevent any threatened loss or injury. If practicable, the Contractor shall communicate with the Architect or the Owner and shall be guided by the directions and advice of the Architect or Owner, as the case may be, if the character of the emergency is such as to require action with such short limits of time or under circumstances rendering that impracticable, then the Contractor shall act independently and upon his/her own responsibility, subject to the direction and control of the Architect or the Owner as soon as it may become practicable to obtain the same.

16. ACCESS TO THE WORK - The Architect, Owner, and their representatives shall have access at all times to the work for purposes of inspection, wherever said work is in preparation or progress, and the Contractor shall provide proper facilities for such access and inspection.

17. INSPECTION OF THE WORK - All material and workmanship (if not otherwise designated by the Specifications) shall be subject to inspection, examination, and test by the Architect at any and all times during manufacture and/or construction and at any and all places where such manufacture and/or construction are carried on. The Architect shall have the right to reject defective material and workmanship or require its correction. Should the Specifications, the Architect's instructions, any law, ordinances or public authority require any work to be specially tested or approved, the Contractor shall give the Architect timely notice of its readiness for inspection and if the inspection is by an authority other than the Architect, of the date fixed for such inspection. If any work should be covered, without proper inspection and without approval or consent of the Architect, it shall, if required by the Architect, be uncovered for examination at the Contractor's expense.

18. INSPECTOR (Clerk of the Works) - The Owner may employ an inspector, who will act as a direct representative of the Owner and the Architect, and who shall provide full-time and continuous personal supervision and inspection of the work. Such supervision and inspection shall not, in any way, relieve the Contractor from responsibility for full compliance with all of the terms and conditions of the Contract, nor be construed to lessen to any degree, the Contractor's responsibility for providing efficient and capable superintendence as required herein. The inspector is not authorized to make changes in the Drawings or Specifications, nor shall his/her approval of work and methods relieve the Contractor of responsibility for the correction of subsequently discovered defects. No work of any kind shall be performed on the project site outside of the regularly established working hours without the knowledge and consent of the inspector.

19. SUPERVISION OF CONTRACTOR - The Contractor shall keep on the work continuously during the progress, a competent Superintendent and required assistant who shall be satisfactory to the Architect. The Superintendent shall be qualified to, and shall, represent the Contractor during all times when the Contractor is not present and all orders or directions issued to the Superintendent by the Architect shall be as binding as if given to the Contractor personally. Both the Contractor and the Superintendent shall cooperate to provide efficient and complete supervision over all phases of the work. The supervision of the Architect shall not lessen the responsibility of the Contractor to furnish supervision, nor shall it relieve the Contractor of responsibility for the correction of subsequently discovered defects.

20. CHANGES IN THE WORK - The Owner, upon agreement with the Contractor, without invalidating the contract, may order extra work or make changes by altering, adding to, or deducting from the work, the Contract sum being adjusted accordingly. The Contractor shall not be authorized to comply with such orders without previously obtaining written authority therefore from the Owner and Architect. All such work shall be executed under the conditions of the original Contract, except that any claims for extension of time caused thereby shall be adjusted at the time of ordering such change. The Contractor shall, when requested by the Architect, furnish an itemized breakdown of the quantities and prices used in computing the value of any change that may be ordered. If in the opinion of the Contractor any instructions, detail Drawings, or notices of any description issued by the Architect or Owner involve extra cost above the contract price Contractor shall immediately give the Architect written notice to that effect before proceeding with the work involved. The execution of work without prior submission of such written notice shall constitute the Contractor's acceptance of the work as being within the Contract price.

21. DELAYS AND EXTENSION OF TIME - If the Contractor is delayed at any time in the progress of the work by any causes which are beyond the Contractor's control, in the opinion of the Architect, then the time of completion shall be extended for such reasonable time as the Architect may decide. Prompt claim therefore shall be made in writing to the Architect. Normal seasonal rainfall shall not be considered reason for time extension.

22. OWNER'S RIGHT TO DO WORK - Should the contractor, at any time during the process of construction, fail or refuse to furnish enough materials and/or workers to properly prosecute the work, unless prohibited from so doing through the action of the Owner, the Architect, or other authorized official agencies, the Owner, after

giving 10 day's written notice to the Contractor may, without prejudice to any other rights Contractor may have, proceed to furnish the materials and workers necessary to proceed with and/or complete the work, and may deduct the cost thereof, together with reasonable expenses arising from such procedure, from any amounts then due or which may thereafter become due to the Contractor.

23. CONTRACTOR'S RIGHT TO TERMINATE THE CONTRACT. If through no fault of the Contractor, or of anyone employed by Contractor (1) the work is stopped by order of any court or governmental authority, other than the Owner, (2) the Architect capriciously or arbitrarily fails to issue any certificate for payment within ten days after it is due, or (3) the Owner fails to pay to the Contractor, within 60 days after presentation of the Architect's certificate to the Owner, any sum certified by the Architect, then the Contractor may upon 10 days' written notice to the Owner and the Architect stop work or terminate the Contract, and the Owner shall be liable to the Contractor for any loss sustained and reasonable profit.

24. LIENS. The Contractor agrees that at any time upon request of either the Owner or the Architect, Contractor will submit a sworn statement setting forth the work performed or material furnished by Subcontractors and material suppliers, and the amount due and to become due to each, and that before the final payment called for hereunder Contractor will, if requested, submit to the Owner or the Architect a complete set of vouchers showing what payments have been made for materials and labor used in connection with the work.

25. ASSIGNMENTS. The Contractor shall not assign the whole or any part of this Contract without the written consent of the Owner and all Sureties executing bonds on behalf of the Contractor in connection with said Contract.

26. OWNER'S RIGHT TO TERMINATE THE CONTRACT. If the Contractor should be adjudged as bankrupt, or if Contractor should make a general assignment for the benefit of his/her creditors, or if a receiver should be appointed on account of his/her insolvency, or if Contractor should, except in cases stated in the following paragraph, persistently or repeatedly refuse or fail to supply enough properly skilled workers or proper materials, or if Contractor should fail to make prompt payment to Subcontractors or for materials or labor, or persistently disregard laws, ordinances or the instructions of the Architect, or otherwise be guilty of a substantial violation of any provision of the Contract, then the Owner, upon certificate of the Architect that sufficient cause exists to justify such action, may, without prejudice to any other right or remedy after giving the Contractor 10 day's written notice, terminate the employment of the Contractor and take possession of the premises and of all materials, tools and appliances thereon and finish the work by whatever method Contractor may deem expedient. In such case, the Contractor shall not be entitled to receive any further payment until the work is finished. If the unpaid balance of the Contract price shall exceed the expense of finishing the work including compensation to the Architect for his/her additional services, such excess shall be paid to the Contractor. If such expense shall exceed such unpaid balance, the Contractor shall pay the difference to the Owner. If the construction of the project herein is damaged, which damage is determined to have been proximately caused by an Act of God, in excess of 5% of the contract amount, provided that the work damaged is built in accordance with applicable building standards and the plans and specifications, then the Owner, upon certification by the Architect, may, without prejudice to any other right or remedy, terminate the contract.

27. PAYMENTS WITHHELD. The Architect may withhold or, on account of subsequent discovered evidence, nullify the whole or a part of any certificate for payment to such extent as may be necessary to protect the Owner from loss on account of:

- A. Defective work not remedied.
- B. Claims filed, or reasonable evidence indicating probable filing of claims.
- C. Failure of the Contractor to make payments properly to Subcontractor or for material or labor.
- D. A reasonable doubt that the contract can be completed for the balance then unpaid.

E. Damage to another Contractor.

F. Default of the Contractor in the performance of the terms of the Contract.

28. MUTUAL RESPONSIBILITY OF CONTRACTORS. If the Contractor or any of his/her Subcontractors or employees cause loss or damage to any separate Contractor on the work, the Contractor agrees to settle with such separate Contractor by agreement or arbitration, if Contractor will so settle. If such separate contractor sues the Owner, on account of any loss so sustained, the Owner shall notify the Contractor, who shall indemnify and save harmless the Owner against any expenses or judgment arising therefrom.

29. SEPARATE CONTRACTS. The Owner reserves the right to award other contracts in connection with the project, and the work under which may proceed simultaneously with the execution of this Contract. The Contractor shall coordinate operations with those of other Contractors. Cooperation will be required in the arrangement for the storage of materials, and in the detailed execution of the work. The Contractor, including his/her Subcontractors, shall keep himself informed of the progress and the detail work of other Contractors and shall notify the Architect immediately of lack of progress or defective workmanship on the part of other Contractors where such delay or such defective workmanship will interfere with his/her own operations. Failure of a Contractor to keep informed of the work progressing on the site and failure to give notice of lack of progress or defective workmanship by others shall be construed as acceptance by Contractor of the status of the work as being satisfactory for proper coordination with his/her own work.

30. SUBCONTRACTS.

A. The Contractor may, without additional expense to the Owner, utilize the service of Subcontractors on those parts of the work which are specified to be performed by Subcontractors.

B. Nothing contained in the Specifications or Drawings shall be construed as creating any contractual relationship between any Subcontractor and the Owner. The divisions or sections of the Specifications are not intended to control the Contractor in dividing the work among Subcontractors or to limit the work performed by any trade.

C. The Contractor shall be as fully responsible to the Owner for the acts and omissions of Subcontractors and of persons employed by them, as Contractor is for the acts and omissions of persons directly employed by Contractor.

D. The Contractor shall be responsible for the coordination of the trades, Subcontractors and material suppliers engaged upon his/her work.

E. Neither Owner nor Architect will undertake to settle any differences between the Contractor and his/her Subcontractors or between Subcontractors.

F. The Contractor shall cause appropriate provisions to be inserted in all subcontracts relative to the work to bind Subcontractors to the Contractor by the terms of the General Conditions and other Contract Documents insofar as applicable to the work of Subcontractors.

G. The Owner and the Architect reserve the right to approve all Subcontractors. Such approval shall be a consideration to the awarding of the Contract and unless notification to the contrary is given to the Contractor prior to the signing of the Contract, the list of Subcontractors which is submitted with his/her Proposal will be deemed to be acceptable.

H. In accordance with Section 4104 of the California Public Contract Code his/her bid, shall set forth: (1) the name and location of the place of business of each Subcontractor who will perform work or labor, or render services to the Contractor in or about the construction of the work, or improvement, in an amount in excess of

one half of 1% of the Contractor's total bid, and (2) the portion of the work which will be done by each such Subcontractor.

I. In accordance with Section 4105 of the California Public Contract Code, if the Contractor fails to specify such subcontracts, Contractor agrees to perform that portion of the work.

J. In accordance with Sections 4107 and 4107.5 of the California Public Contract code, no Contractor whose bid is accepted shall, without consent of the awarding authority, either: (1) substitute any person as a Subcontractor in place of the Subcontractor designated in the original bid; or (2) permit any such Subcontractor to be assigned or transferred, or allow work to be performed by anyone other than the original Subcontractor listed in the bid; or (3) sublet or subcontract any portion of the work in excess of one half of 1% of the Contractor's total bid as to which his/her original bid did not designate a Subcontractor.

31. THE ARCHITECT'S STATUS. The Architect shall have general supervision and control of the work in all phases. He/she shall determine the amount, quality, acceptability and fitness of all parts of the work, interpret the Specifications, Drawings, and all other Contract Documents, and decide all questions pertaining to the work and shall be the final arbitrator thereof. He/she shall have authority to stop the work whenever, in his/her opinion, the terms and conditions of the Contract are not being fulfilled or the work is not being executed in a proper manner. He/she shall be the final authority in determining the amount of work satisfactorily completed and the amount of money due during the progress of construction.

32. USE OF PREMISES AND CLEANING. The Contractor shall maintain the entire premises under his/her control in an orderly condition. Contractor shall store his/her apparatus, materials, supplies and equipment in such a manner as will not interfere with the progress of his/her work or the work of other Contractors. Contractor shall not permit any load or stress to be placed upon any part of the permanent work which will endanger the safety or strength of said work. Contractor shall frequently clean up all refuse, rubbish, scrap materials and debris caused by his/her operation or by the operations of anyone under his/her direction, so that the site shall continuously present a neat, orderly and workmanlike appearance. Before final payment, Contractor shall remove all surplus material, false-work, temporary structures and fences, including foundations thereof, and debris of every nature resulting from his/her operations and to put the site in a neat orderly condition; to thoroughly clean and leave reasonably dust-free all finished surfaces on the interior of all buildings included in the Contract; and to wash and polish all glass, including the removal of all paint spatters and other defacements.

33. CORRECTION OF WORK AFTER FINAL PAYMENT AND GUARANTEE OF ONE YEAR. Neither the final certificate, final payment, nor any provision in the Contract Documents shall relieve the Contractor of responsibility for faulty materials or workmanship, and Contractor shall remedy any defects due thereto and pay for any damage to other work resulting therefrom, which may appear to be discovered up to one year after recording of the Notice of Completion. The Owner shall give notice of observed defects with reasonable promptness, and the Contractor shall proceed to remedy such defects immediately upon receiving such notification. Payment due to the Architect by the Owner for extra Architectural services required in the enforcement of Contractor's guarantee after acceptance of the work shall be paid to the Owner by the Contractor or his/her Surety.

34. OCCUPANCY BY THE OWNER. The Owner shall have the right to occupy the building or use the improvements prior to the completion of the entire work, and that such occupancy or use shall not operate as an acceptance of any part of the work.

35. METHOD OF PAYMENT. Payments to the Contractor shall be made monthly and upon final completion of construction as follows:

The Contractor shall present the hereinafter described statement to the Architect on the first day of each calendar month, or upon final completion of the work showing the percentage of the work completed. The statement shall include the value of all labor expended upon and materials incorporated into the work. It shall also include the value of materials to be incorporated into the work which have been delivered and

satisfactorily stored on the site, as determined and approved by the Architect. Payment shall be made to the Contractor by the Owner upon presentation to the Owner of a certificate issued by the Architect in the amount of 90% of the value of the labor expended upon and materials incorporated into the work and 75% of the value of the materials delivered and satisfactorily stored upon the site. Said payments shall be based upon the total Contract price and only such labor and materials therein required. The final 10% of the Contract price shall be paid, upon the Architect's certificate thirty-five days after the recording of the Notice of Completion, subject, however, to the withholding of payment under Paragraph 25 of these General Conditions. Upon receipt of a payment request, the County shall review the request as soon as practicable after receipt for the purpose of determining that the payment request is a proper payment request and any payment request determined not to be a proper request suitable for payment shall be returned to the contractor as soon as practicable, but not later than seven (7) calendar days after receipt. The returned request for payment shall be accompanied by a document setting forth in writing the reasons why the payment request is not proper. Any progress payment which is undisputed and properly submitted and remains unpaid for thirty (30) calendar days after receipt by County shall accrue interest to the Contractor equivalent to the legal rate set forth in subdivision (a) of Section 685.010 of the California Code of Civil Procedure. The number of days available to the County to make a payment without incurring interest pursuant to this section shall be reduced by the number of days by which the County exceeds the seven day return requirement set forth above.

36. TIME FOR COMPLETION. The Contractor shall have the number of consecutive calendar days from the date of the commencement of construction, as set forth in the Agreement, within which to complete the work, subject, however, to extensions of time duly granted in the manner and for the reasons specified herein.

37. DAMAGES. If the Contractor fails to complete the work within the time limits and/or under the conditions herein set forth, Owner shall deduct from any amounts due or to become due to the Contractor, an amount equal to all actual damages suffered by the Owner as a result of such failure, including, but not limited to, that which the Owner pays to the Clerk of the Works, the Owner's expenses for building rentals, travel and transportation, and additional salaries and for any other expenses attributable to the delay. The foregoing shall not limit damages which would be otherwise recoverable under applicable law.

38. GUARANTY BONDS. The successful bidder shall deliver to the Owner an executed Performance Bond on the attached form in an amount equal to 100% of the accepted bid as security for the faithful performance of the Contract, and also shall deliver to the Owner a separate executed Payment Bond on the attached form in an amount equal to 100% of the accepted bid as security to the payment of all persons performing labor and furnishing materials in connection with this Contract. The Sureties of all bonds shall be such Surety company or companies as are approved by the Owner, and as are authorized to transact business in the State of California. Cost of bonds shall be included in the bid and Contract price.

39. CLIMATIC CONDITIONS. The Contractor shall provide and maintain heat, fuel, materials, and services necessary to protect all work and materials against injury from extreme heat, cold, dry winds, or dampers. The Architect shall have full authority to suspend operations on work when subject to damage by climatic conditions or because of insufficient curing or drying of surfaces or materials.

40. LAWS CONCERNING THE OWNER A PART HEREOF. The Contract is subject to all provisions of the Constitution and laws of California governing, controlling or affecting the Owner, or the property, funds, operations or powers of the Owner, and such provisions are by this reference made a part hereof and of the Contract.

41. APPRENTICEABLE OCCUPATIONS. The Contractor shall be responsible for compliance with Labor Code Section 1777.5 for all apprentice-able occupations on contracts involving \$30,000 or more requiring twenty working days or more.

42. BIDS \$25,000 OR LESS. If the total amount bid is \$25,000 or less, then the Payment bond and Performance Bond are not required, provided that one payment of all compensation shall be made following satisfactory completion of all work.

43. DEPOSIT OF SECURITY. In accordance with Public Contract Code Section 22300 and other applicable law, the Contractor may substitute securities for any monies withheld to insure performance under the Contract.

44. CONTRACTOR'S AND SUBCONTRACTOR'S INSURANCE. The Contractor shall not commence work under this Contract until Contractor has obtained all the insurance required under this paragraph and satisfactory proof of such insurance has been submitted to the Owner and said insurance has been approved by the Owner. Except for compensation insurance, Owner shall be named as an additional insured and be furnished thirty-day's written notice prior to cancellation. The Contractor shall not allow any Subcontractor to commence work on his/her subcontract until the insurance required of the Subcontractor has been obtained. Insurance carrier must be California Admitted, with a minimum of AM Best Rating of A:V (5).

A. Compensation Insurance. The Contractor shall procure and shall maintain during the life of this Contract, Worker's Compensation Insurance for all of his/her employees to be engaged in work on the project under this Contract and in case of any such work sublet the Contractor shall require the Subcontractor similarly to provide Worker's Compensation Insurance for all of the latter's employees to be engaged in such work unless such employees are covered by the protection afforded by the Contractor's Worker's Compensation Insurance.

B. Contractor's Public Liability and Property Damage Insurance. The Contractor shall procure and shall maintain, during the life of his/her Contract, Contractor's Public Liability Insurance in an amount not less than \$1,000,000 combined single limit coverage.

C. Subcontractor's Public Liability and Property Damage Insurance. The Contractor shall require each Subcontractor to procure and maintain, during the life of his/her subcontract similar Public Liability and Property Damage Insurance with minimum limits equal to one-half the amounts required of the Contractor.

D. Scope of Insurance and Special Hazards. The insurance required under subparagraphs B and C hereof shall provide adequate protection for the Contractor and his/her Subcontractors, respectively, against damage claims which may arise from operations under this Contract, whether such operations be by the insured or by anyone directly or indirectly employed by Contractor and, also against any special hazards which may be encountered in the performance of this Contract as such hazards are specified in the Special Conditions and required thereby to be covered by insurance.

E. Fire Insurance. The Contractor shall effect and maintain fire insurance, with extended coverage endorsements, upon the work of this Contract to one hundred percent of the insurable value thereof, including items of labor and materials connected therewith, whether in or adjacent to the structure insured, materials in place or to be used as part of the permanent construction including surplus materials, protective fences, temporary structures, miscellaneous materials and supplies incidental to the work. The insurance policy or policies shall be written by a company or companies satisfactory to the Owner as their respective interests may appear. Contractor shall keep each building fully insured, without cost to the Owner, until final inspection and acceptance of all work.

45. WAGES AND HOURS. The Owner in accordance with the Labor Code has determined that the minimum wages paid on this project shall not be less than those set forth in the Notice Inviting Bids. Any class of laborers and mechanics (including apprentices) not listed in the schedule which will be employed on this Contract, shall be classified or reclassified, conformable to the schedule. While the wage rates shown are the minimum rates required to be paid during the life of the Contract, this is not a representation that labor can be obtained at these rates. It is the responsibility of bidders to inform themselves as to local labor conditions and prospective changes or adjustments of wage rates. No increase in the Contract price shall be allowed or authorized on account of the payment of wage rates in excess of those listed herein. The Contractor shall post at appropriate conspicuous points at the site of the project a schedule showing all determined minimum wage rates for the various classes of laborers and mechanics to be engaged in work on the project and all deduction, if any, required by law to be made from unpaid wages actually earned by the laborers and mechanics so

engaged. In connection with this wage scale, attention is directed to Section 1770-1777 of the Labor Code. The Contractor shall forfeit, as a penalty to the Owner, \$25 for each calendar day, or portion thereof, for each worker paid less than the stipulated prevailing rates for any work done under the Contract by Contractor or by any Subcontractor under Contractor. The Contractor and every Subcontractor shall keep an accurate record showing the name, occupation, and actual per diem wages paid to each worker employed by Contractor in connection with the work executed under this Contract. The records shall be kept open at all reasonable hours to the inspection of the Owner and to the Division of Labor Law Enforcement. In accordance with the provisions and requirements of Section 1810-16 of the Labor Code, neither the Contractor nor any Subcontractor who employs, directs, or controls the work of any worker employed to execute work done under the Contract, shall require or permit such worker to labor more than eight hours during any one calendar day, except in cases of extraordinary emergency, caused by fire, flood or danger to life or property. Within thirty days after any worker is permitted to work over 8 hours in one calendar day due to such extraordinary emergency, the Contractor shall file with the Owner a verified report setting the nature of the emergency. The report shall contain the name of the worker and the hours worked by Contractor on the particular day. Failure to file the report within the thirty-day period shall be prima facie evidence that no extraordinary emergency existed. The Contractor and every Subcontractor shall keep an accurate record showing the name of, and actual hours worked by, each worker employed by Contractor in connection with the work executed under the Contract. The record shall be kept open at all reasonable hours to the inspection of the Owner and the Division of Labor Law Enforcement. The Contractor shall forfeit, as a penalty to the Owner, \$25 for each worker employed in the execution of the Contract by the Contractor or by any Subcontractor for each calendar day during which any worker is required or permitted to labor more than eight hours, in violation hereof.

46. BRAND OR TRADE NAME, SUBSTITUTION OF "EQUALS". The provisions of this paragraph control over the provisions of Paragraph 8 of these General Conditions. Whenever any material, product, thing or service is specified by brand or trade name, the specified name shall be deemed to be followed by the words "or equal" (except where the product is designated to match others in use on a particular public improvement; either completed or in the course of completion). As a part of his/her bid Proposal any bidder may include a request for a substitution of an item "equal" to a specified by brand or trade name. Within thirty-five calendar days after award of the Contract, the Contractor may submit to the Architect data substantiating such a request made in his/her bid Proposal; otherwise the request shall be deemed to have been withdrawn. Such submission shall include data showing the equality, his/her reasons for making the request, and the difference, if any, in cost to the Contractor. The Architect shall promptly investigate the request and make a recommendation to the Owner as to equality of the requested substitute. The governing board of the Owner shall promptly determine whether or not the substitute is equal in every respect of the item specified, shall grant or deny the request accordingly, and shall notify the Architect, who shall inform the Contractor in writing. Unless the request is granted by the governing board of the Owner, the substitution shall not be permitted. Nothing herein shall authorize any change in the Contract price nor prevent the use of Change Orders in the manner authorized by law for the project.

47. NOTICE OF COMPLETION. The Contractor shall promptly notify the Architect when construction is complete, to enable the Architect to make his/her final inspection and inform the Owner. Within ten days after the completion of construction in accordance with the Contract, and not otherwise, the Owner shall cause a Notice of Completion to be recorded in the office of the County Recorder.

48. EQUAL OPPORTUNITY CLAUSE. The Contractor herein agrees not to discriminate in its recruiting, hiring, promotion, demotion or termination practices on the basis of race, religious creed, national origin, ancestry, sex, age, or physical handicap in the performance of this Contract and to comply with the provisions of the State Fair Employment Practices as set forth in Part 4.5 of Division 2 of the California Labor Code; the Federal Civil Rights Act of 1964, as set forth in Public Law 88-352, and all amendments thereto; Executive Order 11246, and all administrative rules and regulations issued pursuant to such acts and order. The prime Contractor shall, as a part of this Contract, conform to and shall require such Subcontractor to conform to the following requirements if such requirements are found to be applicable to the Contractor or Subcontractor:

A. Transactions of \$10,000 or Under:

1. Contracts and subcontracts not exceeding \$10,000 are exempt from requirements of this clause.

2. No Contractor or Subcontractor shall procure supplies and/or services in less than usual quantities to avoid applicability of the Equal Opportunity Clause. With respect to contracts and subcontracts for indefinite quantities, this Equal Opportunity Clause shall apply unless it is determined by the Owner that the amount to be ordered in any one year under such contract reasonably will be expected not to exceed \$10,000.

B. Transactions in Excess of \$10,000, but Not More Than \$50,000:

1. Each prime Contractor shall certify that it has in effect an affirmative action plan and agrees to comply with all State and Federal laws and regulations concerning Fair Employment Practices.

2. The Contractor shall maintain a written copy of its affirmative action plan and will furnish a copy to the Owner upon request of the Owner. The Owner reserves the right during the life of the Contract, to require the Contractor to complete an affirmative action compliance report furnished by the Owner setting forth definite goals and timetables and indicating progress in meeting the goals.

C. Transactions of \$50,000 or More:

1. Each prime Contractor who has fifty or more employees and a Contract of \$50,000 or more shall develop and submit to the Owner within thirty days of award, a written affirmative action compliance program including definite goals and timetables with proposed dates of compliance. The prime Contractor shall make, as condition of his/her Subcontract, the same requirement of each Subcontractor who has fifty or more employees and a subcontract of \$50,000 or more. Each Contractor shall include in his/her affirmative action compliance program a complete table of his/her employee's job classifications. This table must include, but need not be limited to, job titles, duties and rates of pay.

2. For the purpose of determining the number of employees under the preceding paragraph, the average of the Contractor's or Subcontractor's employees for the twelve month period immediately prior to award, or the total number of employees Contractor or Subcontractor will have on all jobs or sites when performing this Contract, whichever is higher, shall be used.

D. Contractor agrees that Contractor will permit access to his/her records of employment advertisement, application forms and other pertinent data and records by the Owner or his/her designee and any State or Federal agency having jurisdiction for the purposes of investigation to ascertain compliance with the Fair Employment Practices section of this Contract.

E. The Owner shall have the right to assign an affirmative action representative to monitor the conduct of the Contractor and Subcontractors under this Contract. The affirmative action representative shall have the right to enter the construction or manufacturing site for the purpose of obtaining information from persons performing work on the project, providing such inspection shall not in any way interfere with the progress of the work under the Contract. These General Conditions may be modified where the specific terms of a particular grant or program are inconsistent or require additional acts. Any such Special Conditions imposed upon the Owner as a condition of such grant or program shall be included in the Special Conditions made a part of this Contract.

F. Special Requirements for Federal Assisted Construction Contracts: During the performance of this Contract, the Contractor agrees to incorporate in all subcontracts the provisions set forth in Chapter 60-1.4(b) of Title 41 published in Vol. 33 No. 104 of Federal Register dated May 28, 1968.

49. COMPUTING CHANGE ORDERS.

A. LABOR: The costs of labor will be the actual cost for wages prevailing locally for each craft or type of workers at the time the extra work is done, plus employer payments of payroll taxes, and insurance, health and welfare, pension, vacation, apprenticeship funds, and other direct costs resulting from Federal, State, or local laws as well as assessment or benefits required by lawful collective bargaining agreements. The use of a labor

classification which would increase the extra work costs will not be permitted unless the contractor establishes the necessity for such additional costs. Labor costs for equipment operators and helpers shall be reported only when such costs are not included in the invoice for the equipment rental.

B. MATERIALS: The cost of materials reported shall be at invoice or lowest current price at which such materials are locally available and delivered to the job site in the quantities involved, plus sales tax freight and delivery.

C. TOOL AND EQUIPMENT USE: No payment will be made for the use of tools which have a replacement value of \$100.00 or less. Regardless of ownership, the rates to be used in determining equipment use costs shall not exceed listed rates prevailing locally at equipment rental agencies, or distributors, at the time the work is performed.

D. OVERHEAD, PROFIT, and OTHER CHARGES: The mark-up for overhead and profit on work added to the contract shall be according to the following schedule:

1. For work performed by the contractor's forces the added cost for overhead and profit shall not exceed (15%) of the net cost of the work.
2. For work performed by the sub-contractor, the cost for combined overhead and profit of both the prime contractor and the sub-contractor shall not exceed (20%) of the net cost of the sub-contractors work.
3. For work performed by a sub-contractor, or any lower tier of sub-contractor, the cost for combined overhead and profit of the prime contractor, shall not exceed (25%) of the net cost of the sub-contractor's work.
4. "Net Cost" is hereby defined as consisting of costs of labor, materials, and equipment use only. The cost of applicable insurance and bond premium will be reimbursed to the contract at cost only, without mark-up.

50. SEQUENCE OF THE WORK. Prior to starting construction, the contractor shall submit to the owner, for approval, a work schedule which shall show the estimated dates that Contractor plans to be working. The owner reserves the right to alter the contractors schedule to prevent excessive public nuisance or to expedite construction of specific items. No portion of the work will begin without giving (48) hours prior notice to the owner. The contractor is advised that most County facilities function between 8:00 a.m. and 5:00 p.m., Monday thru Friday, and that certain inconveniences will be encountered. The work shall be so planned and executed that these are kept to a minimum. As the project is approaching 90% completion, a preliminary punch list should be made and correction made. Before the final inspection, a final punch list shall be developed, and all corrections made and recorded, before the final walk through is made by the owner. Any defects, deficiencies found in the material, equipment, workmanship, or project completion, shall be replaced, repaired or finished before Final Payment.

51. ASSIGNMENT OF CLAIMS. In submitting a bid on this public works project, or any subcontractor agreeing to supply goods, services, or materials, and entering a contract pursuant thereto, the contractor and/or subcontractor do offer and agree to assign to the Owner all rights, title, and interest in and to all causes of action it may have under Section 4 of the Clayton Act (15 U.S.C. Section 15) or under the Cartwright Act (Chapter 2 {commencing with Section 16700} of Part 2 of Division 7 of the Business and Professions Code), arising from purchases of goods, services, or materials pursuant to the public works contract or the subcontract. This assignment shall be made and become effective at the time the awarding body tenders final payment to the contractor, without further acknowledgment by the parties.

52. CLAIMS RESOLUTION. In accordance with Public Contract Code Section 20104-20104.6 and other applicable law, public works claims of \$375,000 or less which arise between the Contractor the Owner shall be resolved following the statutory procedure unless the Owner has elected to resolve the dispute pursuant to Public to Public Contract Code Section 10240 et seq.

A. All claims shall be submitted in writing and accompanied by substantiating documentation. Claims must be filed on or before the date of final payment unless other notice requirements are provided in the contract. "Claim" means a separate demand by the claimant for (1) a time extension, (2) payment of money or damages arising from work done by or on behalf of the claimant and payment of which is not otherwise expressly provided for or the claimant is not otherwise entitled, or (3) an amount the payment of which is disputed by the Owner.

1. Claims under \$50,000. The Owner shall respond in writing to the claim within 45 days of receipt of the claim, or, the Owner may request, in writing, within 30 days of receipt of the claim, any additional documentation supporting the claim or relating to defenses or claims the Owner may have. If additional information is needed thereafter, it shall be provided upon mutual agreement of the Owner and the claimant. The Owner's written response shall be submitted 15 days after receiving the additional documentation, or within the same period of time taken by the claimant to produce the additional information, whichever is greater.

2. Claims over \$50,000 but less than or equal to \$375,000. The Owner shall respond in writing within 60 days of receipt, or, may request in writing within 30 days of receipt of the claim, any additional documents supporting the claim or relating to defenses or claims the Owner may have against the claimant. If additional information is needed thereafter, it shall be provided pursuant to mutual agreement between the Owner and the claimant. The Owner's response shall be submitted within 30 days after receipt of the further documents, or within the same period of time taken by the claimant to produce additional information or documents, whichever is greater.

B. If the claimant disputes the Owner's response, or if the Owner fails to respond within the statutory time period(s), the claimant may so notify the Owner within 15 days of the receipt of the response or the failure to respond, and demand an informal conference to meet and confer for settlement. Upon such demand, the Owner shall schedule a meet and confer conference within 30 days.

C. If following the meet and confer conference, the claim or any portion thereof remains in dispute, the claimant may file a claim pursuant to Government Code 900 et seq. and Government Code 910 et seq. For purposes of those provisions, the time within which a claim must be filed shall be tolled from the time the claimant submits the written claim until the time the claim is denied, including any time utilized for the meet and confer conference.

D. If a civil action is filed to resolve any claim the provisions of Public Contract Code 20104.4 shall be followed, providing for nonbinding mediation and judicial arbitration.