

**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-343**

Bid Issue Date: April 3, 2018  
Job Walk Date: April 10, 2018  
Bid Closing Date: April 18, 2018  
on or before 1:30 P.M. Pacific Time

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**PUBLIC WORKS  
NOTICE INVITING BIDS**

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

**REMOVE, DISPOSE, FURNISH, AND INSTALL NEW OVERHEAD ROLL UP BAY DOORS, OPERATORS,  
AND ASSOCIATED EQUIPMENT AT RIVERSIDE COUNTY FIRE STATION # 75 "BEAR CREEK"**

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 the Contract Documents as further described in Attachment A:

**JOB SITE:**

Riverside County Fire Station # 75 ("Bear Creek")  
38900 Clinton Keith Rd, Murrieta, CA 92562  
<https://goo.gl/maps/csPHXYsPhCD2>

ESTIMATED PROJECT COST: \$ 45,000.00

- 
2. **CONTRACT DOCUMENTS** - Each bid shall be in accordance with all of 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](http://www.purchasing.co.riverside.ca.us)
3. **LICENSE REQUIRED** - The following licenses for this project: B – General Contractor; C-10 Electrical Contractor; C-61, D-28 Doors, Gates, and Activating Devices.
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. <b>Release of Request for Bids:</b>	<b><u>Date: April 3, 2018</u></b>
2. <b>Mandatory Bidder Conference:</b> 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.	<b><u>Date: April 10, 2018</u></b> <b><u>Time: 9:00am</u></b> Location: (38900 Clinton Keith Rd, Murrieta, CA 92562) <b>Cell#:951-623-3845, Sean Reed, Procurement Contract Specialist</b>
3. <b>Deadline For Submission Of Questions:</b> Email: <a href="mailto:sean.reed@fire.ca.gov">sean.reed@fire.ca.gov</a> It is the responsibility of the bidder to confirm transmission of correspondence.	<b><u>Date: April 12, 2018</u></b> <b><u>Time: No later than 01:30 p.m.</u></b> Must be in the form of an Email
4. <b>Deadline For Bids:</b>	<b><u>Date: April 18, 2018</u></b> 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 9). 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-343**

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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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](http://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](http://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)**

<b>Item</b>	<b>Description</b>	<b>Quantity</b>	<b>Unit</b>	<b>Unit Price</b>	<b>Amount</b>
1.	Overhead Doors and associated/supporting Parts and accessories at doorways.	4	Sets	\$ _____	\$ _____
2.	Door Operators and associated/supporting Parts and accessories	4	Sets	\$ _____	\$ _____
3.	Removal and disposal of existing doors, operators and associated/supporting equipment (County Reserves the right to keep some or none of the operators as spares.)	4	Sets	\$ _____	\$ _____
4.	Installation Labor per Door and Related Bay Door Equipment	4	Sets	\$ _____	\$ _____
5.	Bonding Fees (Performance & Payment)	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)

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**

**Check one:**

\_\_\_\_\_ 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 forty-five (45) 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:

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Type of Organization:

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Signature:

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Name and Title:

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Address of Bidder:

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Telephone No.:

Email:

---

Contractor's License No.:

Classification:

Expires:

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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, FURNISH, AND INSTALL NEW OVERHEAD ROLL UP BAY DOORS, OPERATORS, AND ASSOCIATED EQUIPMENT AT RIVERSIDE COUNTY FIRE STATION # 75 “BEAR CREEK”.

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 all of 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 REMOVE, DISPOSE, FURNISH, AND INSTALL NEW OVERHEAD ROLL UP BAY DOORS, OPERATORS, AND ASSOCIATED EQUIPMENT AT RIVERSIDE COUNTY FIRE STATION # 75 "BEAR CREEK", 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 forty-five (45) 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-343 ("Contract") to the undersigned \_\_\_\_\_, as Principal ("Principal") to perform the work ("Work") for the following project; REMOVE, DISPOSE, FURNISH, AND INSTALL NEW OVERHEAD ROLL UP BAY DOORS, OPERATORS, AND ASSOCIATED EQUIPMENT AT RIVERSIDE COUNTY FIRE STATION # 75 "BEAR CREEK".

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**

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

WHEREAS, the County of Riverside ("County") on \_\_\_\_\_, 2018, has awarded Construction Contract Number: FPARC-343 ("Contract") to the undersigned \_\_\_\_\_, as Principal ("Principal") to perform the work ("Work") for the following project; REMOVE, DISPOSE, FURNISH, AND INSTALL NEW OVERHEAD ROLL UP BAY DOORS, OPERATORS, AND ASSOCIATED EQUIPMENT AT RIVERSIDE COUNTY FIRE STATION # 75 "BEAR CREEK", 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

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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**

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**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 #75 “BEAR CREEK”**  
**38900 CLINTON KEITH ROAD**  
**MURRIETA, CA 92562**

General contractor shall remove and dispose all existing overhead coiling doors, frames, and door operators and related accessories. Patch/repair and paint adjacent finishes as required if damaged by door & frame demolition. Furnish and Install new overhead coiling doors, frames, door operators and related accessories as further described in the Scope of Work and Technical Specifications:

**4 Ea. PORVENE SERIES 400 ROLLING STEEL SERVICE 22 GA DOOR, including the following features:**

1. Existing Opening Sizes = 12'-0" w x 14'-0" h – field verify.
2. Operation = Electric
3. Profile = Flat 2k
4. Cord Retractor = Take Up Reel
5. Endlock = Malleable Endlock
6. Miller Edge Light Curtain= 2 Wire (Model MLC-K72) (1 per Door)
7. 2 Rows of Vision Lites (per door)
8. Pulsar 8832T 2-Button Remote Control, (2 per door)
9. Pulsar One Channel Receiver (item 9931R) 318 MHz, 9 Dipswitch, Voltage 24 VAC/DC, 3-Prong Connection (1 per Door)
10. Polyester Wearstrap
11. High Cycle Modification: 50k
12. See Specifications for additional requirements.

**4 Ea. ACCELERATED ACTION SYSTEM (Door Operator)**

- a. Gear Hoist Door Operator, Model VFD GH with Red/Green warning light modification as manufactured by Micanan; 1 HP, 110 volt, single phase, mounted in accordance with manufacturer's specifications.
  - Red/Green warning lights will be installed at BOTH ends of each bay
- b. Interior Control Station: Recessed, standard three button (open-close-stop) control for each operator; 24-volt circuit. (NEMA 250, Type 4).
  - Buttons to be round



## ATTACHMENT B

Technical Specifications, Overhead Rollup Doors and supporting/associated equipment available on Purchasing's website free of charge: [www.purchasing.co.riverside.ca.us](http://www.purchasing.co.riverside.ca.us)  
SPECIFICATIONS

### **RIVERSIDE COUNTY FIRE DEPARTMENT FIRE STATION 75 "BEAR CREEK" - OVERHEAD DOOR & OPERATOR REPLACEMENT**

**38900 CLINTON KEITH ROAD  
MURRIETA, CA 92562**

#### **SUBMITTALS**

This Section includes administrative and procedural requirements for submittals required for performance of the Work, including the following:

- a) Contractor's Construction Schedule.
- b) Shop Drawings.
- c) Product Data.
- d) Samples.
- e) Daily Construction Reports.

#### **1. DEFINITIONS**

- a) Coordination Drawings show the relationship and integration of different construction elements that require careful coordination during fabrication or installation to fit in the space provided or to function as intended.
- b) Field Samples illustrate finishes, coatings, or finish materials. Field samples are used to establish the standard by which the work will be judged.

#### **2. SUBMITTAL PROCEDURES**

- a) Coordination: Coordinate preparation and processing of submittals with performance of construction activities. Transmit each submittal sufficiently in advance of performance of related construction activities to avoid delay.
  - i. Processing: To avoid the need to delay installation as a result of the time required to process submittals, allow sufficient time for submittal review, including time for resubmittals.
  - ii. Allow one week for initial review. Allow additional time if the Project Manager must delay processing to permit coordination with subsequent submittals.
  - iii. If an intermediate submittal is necessary, process the same as the initial submittal.
- b) No extension of Contract Time will be authorized because of failure to transmit submittals to the Project Manager sufficiently in advance of the work to permit processing (if applicable).

3. CONTRACTOR'S CONSTRUCTION SCHEDULE
  - a) Submit completed Construction Schedule to Project Manager no later than 20 calendar days after the date established for the "Notice to Proceed" and update to indicate any approved changes during construction.
  
4. SHOP DRAWINGS (SUBMITTALS)
  - a) Submit newly prepared information drawn accurately to scale. Highlight, encircle, or otherwise indicate deviations from the Contract Documents. Do not reproduce Contract Documents or copy standard information as the basis of Shop Drawings. Standard information prepared without specific reference to the Project is not a Shop Drawing.
  - b) Shop Drawings include fabrication and installation drawings, setting diagrams, schedules, patterns, templates and similar drawings. Include the following information:
    - i. Job Name.
    - ii. Location.
    - iii. Dimensions.
    - iv. Notation of dimensions established by field measurements.
    - v. Color and coating as applicable
    - vi. Owner Acceptance signature and date line
  
5. PRODUCT DATA
  - a) Collect Product Data into a single submittal for each element of construction or system. Product Data includes printed information, such as manufacturer's installation instructions, catalog cuts, standard color charts, roughing-in diagrams and templates, standard wiring diagrams, and performance curves.
  - b) A copy of manufacturer's installation instructions and warranty literature shall be provided for all products at time of Shop Drawing submittal. However, this submission shall not relieve the Contractor's duty to assemble warranty manuals and installation literature at the end of the project.
  
6. SAMPLES
  - a) Submit Samples cured and finished as specified and physically identical with the material or product proposed. Samples include partial sections of manufactured or fabricated components, cuts or containers of materials, color range sets, and swatches showing color, texture and pattern.
    - i. Submit samples for review of size, kind, finish, color, pattern and texture. Submit samples for a final check of these characteristics with other elements and a comparison of these characteristics between the final submittal and the actual component as delivered and installed.
    - ii. Where variation in color, pattern, texture or other characteristic is inherent in the material or product represented, submit at least three (3) multiple units that show approximate limits of the variations.
    - iii. Maintain sets of Samples, as returned, at the project site, for quality comparisons throughout the course of construction.
  
7. PROJECT MANAGER'S ACTION
  - a) Except for submittals for the record or information, where action and return is

required, the Project Manager will review each submittal, mark to indicate action taken, and return.

- i. Compliance with specified characteristics is the Contractor's responsibility.
- b) Action Stamp: The Project Manager will stamp each submittal with a uniform, action stamp. The Project Manager will review each submittal, mark to indicate action taken, and return.
  - i. Final Unrestricted Release: When the Project Manager marks a submittal "No Exception Taken", the work covered by the submittal may proceed provided it complies with requirements of the Contract Documents.
  - ii. Final-but-Restricted Release: When the Project Manager marks a submittal "Make Corrections Noted", the work covered by the submittal may proceed provided it complies with notations or corrections on the submittal and requirements of the Contract Documents.
  - iii. Returned for Resubmittal: When the Project Manager marks a submittal "Rejected", "Revise and Resubmit" do not proceed with work covered by the submittal, including purchasing, fabrication, delivery or other activity. Revise or prepare a new submittal according to the notations; resubmit without delay. Repeat if necessary to obtain different action mark.
    - Do not use, or allow others to use, submittals marked "Rejected", "Revise and Resubmit" at the project site or elsewhere where work is in progress.
- c) Unsolicited Submittals: The Project Manager will return unsolicited submittals to the sender without action.

## 8. CONSTRUCTION REPORTS

- a) Prepare a Construction Report recording the following information concerning events at the site, and submit duplicate copies to the Owner and Project Manager at project completion for review by the Project Manager as part of the final acceptance inspection.
  - i. List of Subcontractors at the site.
  - ii. Approximate count of personnel at the site.
  - iii. High and low temperatures, general weather conditions.
  - iv. Accidents and unusual events.
  - v. Meetings and significant decisions.
  - vi. Stoppages, delays, shortages and losses.
  - vii. Emergency procedures.
  - viii. Orders and requests of governing authorities.
  - ix. Services connected, disconnected.
  - x. Equipment or system tests and startups.

END OF SECTION 01  
3000

## SECTION 01 3100

### GENERAL COORDINATION PROVISIONS

1. Carefully study and compare Contract Documents before proceeding with fabrication and installation of work. Promptly advise Project Manager of any error, inconsistency, omission or apparent discrepancy discovered.
  - a) Allot time in construction scheduling for liaison with Project Manager, establish procedures for handling queries and clarifications.
  - b) The Contractor shall review the entire construction document set for dimensional coordination. Special attention should be placed on structural dimension coordination.
  - c) If discrepancies occur, the Contractor is directed to place a written request to the Project Manager for clarification. This request must occur prior to any work occurring.
  - d) Proceeding into an area of work without checking the documents for dimensional coordination and resolving the condition in a timely manner will in no way release the Contractor from correction procedures.
  - e) Administrative Procedures: Coordinate scheduling and timing of required administrative procedures with other construction activities to avoid conflicts and assure orderly progress of the work. Such administrative activities include, but are not limited to, the following:
    - i. Preparation of schedules.
    - ii. Installation and removal of temporary facilities.
    - iii. Delivery and processing of submittals.
    - iv. Progress meetings.
    - v. Project closeout activities.

### GENERAL COORDINATION PROVISIONS

1. Inspection of Conditions: Require the installer of each major component to inspect the conditions under which Work is to be performed. Do not proceed until unsatisfactory conditions have been corrected in an acceptable manner.
2. Coordinate temporary enclosures with required inspections and tests to minimize the necessity of uncovering completed construction for that purpose.

### CLEANING AND PROTECTION

1. Clean and protect construction in progress and adjoining materials in place, during handling and installation. Apply protective covering where required to assure protection from damage or deterioration at Substantial Completion.
2. Clean and provide maintenance on completed construction as frequently as necessary through the remainder of the construction period. Adjust and lubricate operable components to assure operability without damaging effects.
3. Limiting Exposures: Supervise construction operations to assure that no part of the construction, completed or in progress, is subject to harmful, dangerous, damaging, or otherwise deleterious exposure during the construction period.

END OF SECTION 01 3100



## REFERENCES

1. The Contract Documents contain references to various standard specifications, codes, practices and requirements for materials, work quality, installation, inspections and tests, which references are published and issued by the organizations listed hereinafter by abbreviation and name. Such references are hereby made a part of these Contract Documents to the extent indicated or required.

## DEFINITIONS

1. **General:** Basic contract definitions are included in the General and Special Conditions of the Contract.
2. **"Indicated":** The term "indicated" refers to graphic representations, notes or schedules on the Drawings; or to other paragraphs or schedules in the Specifications and similar requirements in the Contract Documents. Terms such as "shown", "noted", "scheduled" and "specified" are used to help the user locate the reference. Location is not limited.
3. **"Directed":** Terms such as "directed", "requested", "authorized", "selected", "approved", "required" and "permitted" mean directed by the Project Manager, requested by the Project Manager, and similar phrases.
4. **"Approved":** The term "approved", when used in conjunction with the Project Manager's action on the Contractor's submittals, applications and requests, is limited to the Project Manager's duties and responsibilities as stated in the General and Supplementary Conditions of the Contract.
5. **"Regulations":** The term "regulations" includes laws, ordinances, statutes and lawful orders issued by authorities having jurisdiction, as well as rules, conventions, and agreements within the construction industry that control performance of the Work.
6. **"Furnish":** The term "furnish" means to supply and deliver to the project site, ready for unloading, unpacking, assembly, installation and similar operations.
7. **"Install":** The term "install" describes operations at the project site including the actual unloading, temporary storage, unpacking, assembling, erecting, placing, anchoring, applying, working to dimension, finishing, curing, protecting, cleaning and similar operations.
8. **"Provide":** The term "provide" means to furnish and install, complete and ready for the intended use.
9. **"Installer":** An installer is the Contractor or another entity engaged by the Contractor, either as an employee, subcontractor or contractor of lower tier, who performs a particular construction activity including installation, erection, application, or similar operations. Installers are required to be experienced in the operations they are engaged to perform.
  - a) The term "experienced", when used with the term "installer", means having successfully completed a minimum of 5 previous projects similar in size and scope to this project, being familiar with the specified requirements indicated; and having complied with requirements of authorities having jurisdiction.
  - b) **Trades:** Using terms such as "carpentry" does not imply that certain construction activities must be performed by accredited or unionized individuals of a corresponding generic name, such as "carpenter". It also does not imply that requirements specified apply exclusively to tradespeople of the corresponding generic name.

- c) Assigning Specialists: Certain sections of the Specifications require that specific construction activities shall be performed by specialists who are recognized experts in those operations. The specialists must be engaged for those activities, and their assignments are requirements over which the Contractor has no option. However, the ultimate responsibility for fulfilling contract requirements remains with the Contractor.
  - i. This requirement shall not be interpreted to conflict with enforcing building codes and similar regulations governing the work. It is also not intended to interfere with local trade-union jurisdictional settlements and similar conventions.
- 10. "Project Site" is the space available to the Contractor for performing construction activities, either exclusively or in conjunction with others performing work as part of the Project. The extent of the project site is shown on the drawings and may or may not be identical with the description of the land on which the Project is to be built.
- 11. "Testing Agencies": A testing agency is an independent entity engaged to perform specific inspections or tests, either at the project site or elsewhere, and to report on and, if required, to interpret results of those inspections or tests.

## **INDUSTRY STANDARDS**

- 1. Applicability of Standards: Unless the Contract Documents include more stringent requirements, applicable construction industry standards have the same force and effect as if bound or copied directly into the Contract Documents to the extent referenced. Such Standards are made a part of the Contract Documents by reference.
- 2. When the effective date of a Reference Standard is not given, it shall be understood that the current edition or latest revision thereof and any amendments or supplements thereto in effect on the date of issue of these Contract Documents, as indicated by the date on the cover sheet or in the Invitation to Bid, shall govern the work.
- 3. Conflicting Requirements: Where compliance with 2 or more standards is specified and the standards establish different or conflicting requirements for minimum quantities or quality levels, comply with the most stringent requirement. Refer uncertainties and requirements that are different but apparently equal to the Project Manager for a decision before proceeding.
  - a) Minimum Quantity or Quality Levels: The quantity or quality level shown or specified shall be the minimum provided or performed. The actual installation may comply exactly with the minimum quantity or quality specified, or it may exceed the minimum within reasonable limits. To comply with these requirements, indicated numeric values are minimum or maximum, as appropriate, for the context of the requirements. Refer uncertainties to the Project Manager for a decision before proceeding.
- 4. Copies of Standards: Each entity engaged in construction on the Project must be familiar with industry standards applicable to its construction activity. Copies of applicable standards are not bound with the Contract Documents.
  - a) Where copies of standards are needed to perform a required construction activity, the Contractor shall obtain copies directly from the publication source and make them available on request.
- 5. Abbreviations and Names: Trade association names and titles of general standards are frequently abbreviated. The following list of general reference standards is common to the construction industry. This list is not all-inclusive nor

does the presence of a reference standard imply necessarily that it is referenced in the Specifications or other Contract Documents.

AA Aluminum Association  
AABC Associated Air Balance Council  
AAMA American Project Managerural Manufacturers Association  
AASHTO American Association of State Highway and Transportation Officials  
ACI American Concrete Institute International  
ADC American Diffusion Council  
AGA American Gas Association  
AIA American Institute of Project Managers  
AISC American Institute of Steel Construction  
AISI American Iron and Steel Institute  
ALSC American Lumber Standards Committee  
AMCA Air Movement and Control Association International  
ANSI American National Standards Institute  
APA Engineered Wood Association (Formerly American Plywood Ass'n)  
ARI Air Conditioning and Refrigeration Institute  
ASCE American Society of Civil Engineers  
ASHRAE American Society of Heating, Refrigerating and Air Conditioning Engrs  
ASME The American Society of Mechanical Engineers  
ASPE American Society of Plumbing Engineers  
ASSE The American Society of Sanitary Engineers  
ASTM American Society for Testing and Materials  
AWI Project Managerural Woodwork Institute  
AWS American Welding Society  
BHMA Builders Hardware Manufacturers Association  
BIA Brick Industry Association  
CISCACeilings & Interior Systems Construction Association  
CISPI Cast Iron Soil Pipe Institute

CLFMI Chain Link Fence Manufacturers Institute CRSI  
Concrete Reinforcing Steel Institute

DHI Door and Hardware Institute (Formerly Ntl. Builders Hardware Assoc)

EIMA EIFS Industry Manufacturers Association

FGMA Flat Glass Marketing Association

FM Factory Mutual Research Corporation

GA Gypsum Association

GANA Glass Association of North America

IAPMO International Association of Plumbing and Mechanical Officials ICBO  
International Conference of Building Officials

ICC International Code Council

IEEE Institute of Electrical and Electronics Engineers

IESNA Illuminating Engineering Society of North America IGCC  
Insulating Glass Certification Council

MBMA Metal Building Manufacturers Association

NAAMM The National Association of Project Managerural Metal  
Manufacturers NCMA National Concrete Masonry Association

NEBB National Environmental Balancing Bureau NECA  
National Electrical Contractors Association NEMA  
National Electrical Manufacturers Association NETA  
National Electrical Contractors Association NFPA  
National Fire Protection Association

NRCA National Roofing Contractors Association

NSF NSF International (National Sanitation Foundation)

PCA Portland Cement Association

PDI Plumbing and Drainage Institute

SDI Steel Door Institute

SGCC Safety Glazing Certification Council SJI Steel  
Joist Institute

SMACNA Sheet Metal and Air Conditioning Contractors' National Association

TCA Tile Council of America

UBC Uniform Building Code (International Conference of Building Officials)

UL Underwriters Laboratories, Inc.

WCLIB West Coast Lumber Inspection Bureau

WDMA Window and Door Manufacturers Association (Formerly NWWDA)

WIC Woodwork Institute of California

Federal Government Agencies and Acronyms: Names and titles of Federal Government standards - or specification-producing agencies are often abbreviated. The following abbreviations and acronyms which may be referenced in the Contract Documents indicate names of standards - or specification-producing agencies of the Federal Government. This list is not all-inclusive nor does presence on the list imply necessarily that the abbreviation is referenced in the Specifications or other Contract Documents.

ADA Americans with Disabilities Act

CFR Code of Federal Regulations

COE Corps of Engineers, U S Army

CPSC Consumer Product Safety Commission DOC

Department of Commerce

DOT Department of Transportation

EPA Environmental Protection Agency

FAA Federal Aviation Administration

FCC Federal Communications Commission

FDA Food and Drug Administration

FHA Federal Housing Administration

FS Federal Specifications and Standards (General Services Admin)

GSA General Services Administration

MIL Military Specifications and Standards (U S Dept of Defense)

NIST National Institute of Standards and Technology

OSHA Occupational Safety and Health Administration (U S Dept of Labor) PS

Product Standards (U S Dept of Commerce)

USDA United States Department of Agriculture USPS

United States Postal Service

## **GENERAL SUMMARY**

1. This section includes administrative and procedural requirements for quality-control services.
2. Quality-Control services include inspections, tests and related actions, including reports performed and/or directed by the Contractor, by independent agencies, and by governing authorities. They do not include contract enforcement activities performed by Project Manager.
3. Inspection and testing services are required to verify compliance with requirements specified or indicated in the Construction Documents. These services do not relieve Contractor of responsibility for compliance with Contract Document requirements.

## **RESPONSIBILITIES**

1. Contractor Responsibilities:
  - a. Coordination: Coordinate the sequence of activities to accommodate required services with a minimum of delay. Coordinate activities to avoid the necessity of removing and replacing construction to accommodate inspections and tests.
2. Owner Responsibilities:
  - a. Provide power source for each Door Operator

## **EXECUTION**

### **MANUFACTURER'S FIELD SERVICES**

1. When specified in individual specification sections, require material or product suppliers or manufacturers to provide qualified staff personnel to observe site conditions, conditions of surfaces and installation, quality of workmanship, start-up of equipment, test, adjust and balance of equipment as applicable, and to initiate instructions when necessary.
2. Report observations and site decisions or instructions given to applicators or installers that are supplemental or contrary to manufacturers' written instructions.

## **PRODUCT REQUIREMENTS**

### **1.1 SECTION INCLUDES**

1. Products
2. Transportation and handling.
3. Storage and protection.
4. Product options.
5. Substitutions.

### **1.2 PRODUCTS**

1. Products: Means new material, machinery, components, equipment, fixtures, and systems forming the Work. Does not include machinery and equipment used for preparation, fabrication, conveying and erection of the Work. Products may also include existing materials or components required for reuse.
2. Do not use materials and equipment removed from existing premises, except as specifically permitted by the Contract Documents.
3. Provide interchangeable components of the same manufacturer, for similar components.

### **1.3 TRANSPORTATION AND HANDLING**

- 1 Transport and handle Products in accordance with manufacturer's instructions
2. Promptly inspect shipments to assure that Products comply with requirements, quantities are correct, and Products are undamaged.
3. Provide equipment and personnel to handle Products by methods to prevent soiling, disfigurement, or damage.

### **1.2 STORAGE AND PROTECTION**

1. Store and protect Products in accordance with manufacturer's instructions, with seals and labels intact and legible. Store sensitive products in weather-tight, climate controlled enclosures.
2. Provide off-site storage and protection when site does not permit on-site storage or protection.
3. Cover Products subject to deterioration with impervious sheet covering. Provide ventilation to avoid condensation.
4. Provide equipment and personnel to store Products by methods to prevent soiling, disfigurement, or damage.

5. Arrange storage of Products to permit access for inspection. Periodically inspect to assure Products are undamaged and are maintained under specified conditions.

### **1.1 EXECUTION REQUIREMENTS**

1. Examination, preparation, and general installation procedures.
2. Pre-installation meetings.
3. Cutting and patching.
4. Surveying for laying out the work.
5. Cleaning and protection.
6. Starting of systems and equipment.
7. Demonstration and instruction of Owner personnel.

### **1.2 RELATED REQUIREMENTS**

1. Section 01 3000 - Submittals: Submittal procedures.
2. Section 01 4500 - Quality Control: Testing and inspection procedures.
3. Individual Product Specification Sections:
  - a. Advance notification to other sections of openings required in work of those sections.
  - b. Limitations on cutting structural members.

### **1.3 SUBMITTALS**

1. See Section 01 3000 - "Submittals", for submittal procedures.
2. Survey work: Submit name, address, and telephone number of Surveyor before starting survey work.

### **1.4 QUALIFICATIONS**

1. For survey work, employ a land surveyor registered in the State of California and acceptable to Project Manager. Submit evidence of Surveyor's Errors and Omissions insurance coverage in the form of an Insurance Certificate.

### **1.5 PROJECT CONDITIONS**

1. Ventilate enclosed areas to assist cure of materials, to dissipate humidity, and to prevent accumulation of dust, fumes, vapors, or gases.
2. Dust Control: Execute work by methods to minimize raising dust from construction operations.  
Provide positive means to prevent air-borne dust from dispersing into atmosphere and over adjacent property.

### **1.6 COORDINATION**

1. Coordinate scheduling, submittals, and requirements of Section 01 3100 - "Coordination" to ensure efficient and orderly sequence of installation of interdependent construction elements.



2. Notify affected utility companies and comply with their requirements.
3. Verify that utility requirements and characteristics of new operating equipment are compatible with building utilities. Coordinate work of various sections having interdependent responsibilities for installing, connecting to, and placing in service, such equipment.
4. Coordinate space requirements, supports, and installation of mechanical and electrical work that are indicated diagrammatically on Drawings. Follow routing shown for pipes, ducts, and conduit, as closely as practicable; place runs parallel with lines of building. Utilize spaces efficiently to maximize accessibility for other installations, for maintenance, and for repairs.
5. After Owner occupancy of premises, coordinate access to site for correction of defective work and work not in accordance with Contract Documents, to minimize disruption of Owner's activities.

## **PART 3 EXECUTION**

### **3.1 EXAMINATION**

1. Verify that existing site conditions and substrate surfaces are acceptable for subsequent work.

Start of work means acceptance of existing conditions.

2. Verify that existing substrate is capable of structural support or attachment of new work being applied or attached.
3. Examine and verify specific conditions described in individual specification sections.
4. Take field measurements before confirming product orders or beginning fabrication, to minimize waste due to over-ordering or mis-fabrication.
  5. Verify that utility services are available, of the correct characteristics, and in the correct locations.

### **3.2 PREPARATION**

1. Clean substrate surfaces prior to applying next material or substance.
2. Seal cracks or openings of substrate prior to applying next material or substance.
3. Apply manufacturer required or recommended substrate primer, sealer, or conditioner prior to applying any new material or substance in contact or bond.

### **3.3 PREINSTALLATION MEETINGS**

1. When required in individual specification sections, convene a preinstallation meeting at the site prior to commencing work of the section.
2. Require attendance of parties directly affecting, or affected by, work of the specific section.
3. Notify Project Manager four days in advance of meeting date.
4. Prepare agenda and preside at meeting:
  - A. Review conditions of examination, preparation and installation procedures.
  - B. Review coordination with related work.
  - C. Record minutes and distribute copies within two days after meeting to participants, with two copies to Project Manager, Owner, participants, and those affected by decisions made.

### **3.4 LAYING OUT THE WORK**

1. Verify locations of survey control points prior to starting work.
2. Promptly notify Project Manager of any discrepancies discovered.
3. Protect survey control points prior to starting site work; preserve permanent reference points during construction.
4. Promptly report to Project Manager the loss or destruction of any reference point or relocation required because of changes in grades or other reasons.
5. Replace dislocated survey control points based on original survey control. Make no changes without prior written notice to Project Manager.
6. Utilize recognized engineering survey practices.
7. Establish elevations, lines and levels. Locate and lay out by instrumentation and similar appropriate means:
  - A. Site improvements including pavements; stakes for grading, fill and topsoil placement; utility locations, slopes, and invert elevations.
  - B. Grid or axis for structures.
  - C. Building foundation, column locations, ground floor elevations.

### **3.5 GENERAL INSTALLATION REQUIREMENTS**

1. Install products as specified in individual sections, in accordance with manufacturer's instructions and recommendations, and so as to avoid waste due to necessity for replacement.
2. Make vertical elements plumb and horizontal elements level, unless otherwise indicated.
3. Install equipment and fittings plumb and level, neatly aligned with adjacent vertical and horizontal lines, unless otherwise indicated.
4. Make consistent texture on surfaces, with seamless transitions, unless otherwise indicated.
5. Make neat transitions between different surfaces, maintaining texture and appearance.

### **3.6 CUTTING AND PATCHING**

1. Whenever possible, execute the work by methods that avoid cutting or patching.
2. Execute work by methods that avoid damage to other work and that will provide appropriate surfaces to receive patching and finishing. In existing work, minimize damage and restore to original condition.
3. Employ original installer to perform cutting for weather exposed and moisture resistant elements, and sight exposed surfaces.
4. Cut rigid materials using masonry saw or core drill. Pneumatic tools not allowed without prior approval.
5. Restore work with new products in accordance with requirements of Contract Documents.
6. Fit work air tight to pipes, sleeves, ducts, conduit, and other penetrations through surfaces.

#### 7. Patching:

- A. Finish patched surfaces to match finish that existed prior to patching. On continuous surfaces, refinish to nearest intersection or natural break. For an assembly, refinish entire unit.
- B. Match color, texture, and appearance.
- C. Repair patched surfaces that are damaged, lifted, discolored, or showing other imperfections due to patching work. If defects are due to condition of substrate, repair substrate prior to repairing finish.

### 3.7 PROGRESS CLEANING

1. Maintain areas free of waste materials, debris, and rubbish. Maintain site in a clean and orderly condition.
2. Remove debris and rubbish from pipe chases, plenums, attics, crawl spaces, and other closed or remote spaces, prior to enclosing the space.
3. Broom and vacuum clean interior areas prior to start of surface finishing, and continue cleaning to eliminate dust.
4. Collect and remove waste materials, debris, and trash/rubbish from site periodically and dispose off-site; do not burn or bury.

### 3.8 PROTECTION OF INSTALLED WORK

1. Protect installed work from damage by construction operations.
2. Provide special protection where specified in individual specification sections.
3. Provide temporary and removable protection for installed products. Control activity in immediate work area to prevent damage.
4. Protect finished floors, stairs, and other surfaces from traffic, dirt, wear, damage, or movement of heavy objects, by protecting with durable sheet materials.
5. Prohibit traffic or storage upon waterproofed or roofed surfaces. If traffic or activity is necessary, obtain recommendations for protection from waterproofing or roofing material manufacturer.
6. Remove protective coverings when no longer needed; reuse or recycle plastic coverings if possible.

### 3.9 SYSTEM STARTUP

1. Coordinate schedule for start-up of various equipment and systems.
2. Notify Project Manager and owner seven days prior to start-up of each item.
3. Verify that each piece of equipment or system has been checked for proper lubrication, drive rotation, belt tension, control sequence, and for conditions that may cause damage.
4. Verify tests, meter readings, and specified electrical characteristics agree with those required by the equipment or system manufacturer.
5. Execute start-up under supervision of applicable Contractor personnel and manufacturer's representative in accordance with manufacturers' instructions.
6. When specified in individual specification Sections, require manufacturer to provide authorized representative to be present at site to inspect, check, and approve equipment or system installation prior to start-up, and to supervise placing equipment or system in operation.

### 3.10 DEMONSTRATION AND INSTRUCTION

1. Demonstrate start-up, operation, control, adjustment, trouble-shooting, servicing, maintenance, and shutdown of each item of equipment at scheduled time, at equipment location.
2. For equipment or systems requiring seasonal operation, perform demonstration for other season within six months.
3. Provide a qualified person who is knowledgeable about the Project to perform demonstration and instruction of owner personnel.

### 3.11 ADJUSTING

1. Adjust operating products and equipment to ensure smooth and unhindered operation.
2. Coordinate with Owner to simulate a fire engine station departure with full complement of emergency lights powered on in order to test remote control signals proper operation in a simulated "real-world" test.

## CLOSEOUT PROCEDURES

### PART 1 GENERAL

- 1.1 This section includes administrative and procedural requirements for contract closeout including, but not limited to, the following:
  - a. Inspection procedures for Completion Reviews.
  - b. Final adjustments of accounts and payment.
  - c. As-built drawings.
  - d. Project record document submittal.
  - e. Operation and maintenance manual submittal.
  - f. Submittals and warranties.
  - g. Final cleaning.
- 1.2 SUBSTANTIAL COMPLETION
  - a. Preliminary Procedures: Before requesting inspections for certification of Substantial Completion, complete the following:
  - b. Conduct inspection to substantiate basis for request that Work is substantially complete.  
Create comprehensive list (initial punch list) indicating items to be completed or corrected, value of incomplete or non-conforming work, reason for being incomplete, and date of anticipated completion for each item.
  - c. Advise the Owner of pending insurance changeover requirements.
  - d. Submit specific warranties, workmanship bonds, maintenance agreements, final certifications and similar documents.
  - e. Obtain and submit releases enabling the Owner unrestricted use of the Work and access to services and utilities. Include occupancy permits, operating certificates and similar releases.
  - f. Submit record drawings, maintenance manuals, damage or settlement surveys, property surveys and similar final record information.
  - g. Deliver tools, spare parts, extra stock and similar items.
  - h. Make final changeover of permanent locks and transmit keys to the Owner.  
Advise the Owner's personnel of changeover in security provisions.
  - i. Complete startup testing of systems and instructions of the Owner's operation and

- maintenance personnel. Discontinue and remove temporary facilities from the site, along with mockups, construction tools and similar elements.
- j. Complete final cleanup requirements, including touchup painting.
- k. Touch up and otherwise repair and restore marred, exposed finishes.

### 1.3 FINAL COMPLETION REVIEW

1. Within 7 days after receipt of request for final review, Project Manager will make site review to determine whether Work is complete following procedures indicated in Conditions of the Contract.
2. Should Project Manager consider Work to be incomplete or defective: Project Manager will promptly notify Contractor listing incomplete or defective work.
3. Contractor shall take immediate steps to remedy stated deficiencies and send second written request to Project Manager the Work is complete.
  - i. Project Manager will re-inspect the Work.

### 1.4 EVIDENCE OF PAYMENTS AND RELEASE OF LIENS

1. Submit Contractor's affidavit of Payment of Debts and Claims on AIA Document G706.
2. Submit Contractor's affidavit of Release of Liens on AIA Document G706A with:
  - i. Consent of Surety to Final Payment: AIA G707.Contractor's Release of Waiver of Liens.
  - iii. Separate releases or waivers of liens from subcontractors, suppliers and others with lien rights against property of Owner, together with list of those parties.
3. Execute Submittals before delivery to Owner.

### 1.5 FINAL ADJUSTMENTS

1. Submit final statement of accounting to Project Manager.
2. Show adjustments to Contract Sum:
  - a. Original Contract Sum.
  - b. Additions and deductions resulting from:
    - i. Previous Change Orders.
  - ii. Allowances.
  - iii. Unit prices.
  - iv. Deductions for uncorrected work.
  - v. Deductions for inspection payments.
  - vi. Other adjustments.
  - c. Total Contract Sum.
  - d. Previous Payments.
  - e. Retainage.
  - f. Sum remaining due.
3. Project Manager will prepare final Change Order reflecting approved adjustments to Contract Sum which are not included in Change Orders previously processed.

### 1.6 FINAL APPLICATION FOR PAYMENT

1. Submit final Application for Payment in accordance with procedures and requirements stated in Conditions of the Contract.

## 1.7 RECORD DOCUMENT SUBMITTALS (AS-BUILTS)

1. Record Drawings: Maintain a clean, undamaged set of blue or black line white-prints of Contract Drawings. Mark the set to show the actual installation where installation varies substantially from the work as originally shown. Mark which drawing is most capable of showing conditions fully and accurately. Give particular attention to concealed elements that would be difficult to measure and record at a later date.
  - a. Mark record sets with red ink. Use other colors to distinguish between variations in separate categories of the work.
  - b. Mark new information that is important to the Owner but was not shown on Contract Drawings.
2. Maintenance Manuals: Organize operation and maintenance data into suitable sets of manageable size. Bind properly indexed data in individual, heavy-duty, 2-inch, 3-ring, vinyl-covered binders, with pocket folders for folded sheet information. Furnish Project Manager with five (5) complete sets within 30 calendar days of initial Certificate of Occupancy. Mark appropriate identification on front and spine of each binder. Include the following types of information:
  - a. Emergency instructions.
  - b. Spare parts list.
  - c. Copies of warranties.
  - d. Wiring diagrams.
  - e. Recommended "turn-around" cycles.
  - f. Inspection procedures.
  - g. Product data.
  - h. Fixture lamping schedule.
3. Spare Parts and Extra Stock Inventory: Transmit spare parts and extra stock to the Owner with an inventory checklist for review by the Owner. Checklist shall include an itemized listing of each type of item and quantity, a method for the Owner to check off each item accepted, and a receipt for the Owner to sign and return to the Contractor accepting the entire inventory.

## **CLOSEOUT PROCEDURES**

- A. Operation and Maintenance Instructions: Arrange for each installer of equipment that requires regular maintenance to meet with the Owner's personnel to provide instruction in proper operation and maintenance. Provide instructions by manufacturer's representatives if installers are not experienced in operation and maintenance procedures.
1. Include a detailed review of the following items:
    - a. Maintenance manuals.
    - b. Record documents.
    - c. Spare parts and manuals.
    - d. Tools.
    - e. Lubricants.
    - f. Fuels.
    - g. Identification systems.
    - h. Control sequences.
    - i. Hazards.
    - j. Cleaning.
    - k. Warranties and bonds.
    - l. Maintenance agreements and similar continuing commitments.
  2. As part of the instructions for operating equipment, demonstrate the following procedures:
    3. Startup.
    4. Shutdown.
    5. Emergency operations.
    6. Noise and vibration adjustments.
    7. Safety procedures.
    8. Economy and efficiency adjustments.
    9. Effective energy utilization.
- B. Delivery of Spare Parts and Extra Stock: Deliver spare parts and extra stock to storage location designated by the Owner.

### **3.2 FINAL CLEANING**

- A. General: The General Conditions require general cleaning during construction. Regular site cleaning is included in Section 01 7000 - "Execution Requirements".
- B. Cleaning: Employ experienced workers or professional cleaners for final cleaning. Clean each surface or unit to the condition expected in a normal, commercial building cleaning and maintenance program. Comply with manufacturer's instructions.
- C. Removal of Protection: Remove temporary protection and facilities installed for protection of the work during construction.
- D. Compliance: Comply with regulations of authorities having jurisdiction and safety standards for cleaning. Do not burn waste materials. Do not bury debris or excess materials on the Owner's property. Do not discharge volatile, harmful or dangerous materials into drainage systems. Remove waste materials from the site as directed by the Owner.
  1. Where extra materials of value remain after completion of associated work, they become the Owner's property. Dispose of these materials as directed by the Owner.

END OF SECTION 01 7700

## **MINOR DEMOLITION**

### **PART 1 GENERAL**

#### **1.1 SECTION INCLUDES**

- A. Removal of designated construction.
- B. Disposal of materials.

#### **1.2 REGULATORY REQUIREMENTS**

- A. Conform to applicable code for demolition work, dust control, products requiring electrical disconnection and re-connection.
- B. Obtain required permits from authorities.
- C. Do not close or obstruct egress from any building exit or site exit.
- D. Do not disable or disrupt building fire or life safety systems without 3 days' prior written notice to Owner.
- E. Conform to applicable regulatory procedures when hazardous or contaminated materials are discovered.

#### **1.3 PROJECT CONDITIONS**

- A. Conduct demolition to minimize interference with adjacent and occupied building areas.
- B. Cease operations immediately if structure appears to be in danger and notify Project Manager.  
Do not resume operations until directed.

### **PART 2 PRODUCTS**

**-- NOT APPLICABLE --**

### **PART 3 EXECUTION**

#### **3.1 DEMOLITION**

- A. Disconnect, remove, and identify designated utilities within demolition areas.
- B. Demolish in an orderly and careful manner. Protect existing supporting structural members.
- C. Remove demolished materials from site except where specifically noted otherwise. Do not burn or bury materials on site.
- D. Remove materials as demolition progresses. Upon completion of demolition, leave areas in clean condition.
- E. Remove temporary facilities.

**END OF SECTION 02 2230**



**SECTION 08 3323  
OVERHEAD COILING DOORS**

**PART 1 GENERAL**

**1.1 SECTION INCLUDES**

- A. Accelerated Action System overhead coiling doors with Porvene Dura-Finish Paint Process (standard factory color), operating hardware, electric operation.
- B. Wiring from electric circuit disconnect to operator to control station as required.

**1.2 REFERENCE STANDARDS**

- A. ANSI/ASTM A653 – Steel Sheet, Zinc-coated (Galvanized) by the Hot-Dip Process, Commercial Quality.
- B. ASTM A924 – General Requirements for Steel Sheet, Zinc-coated (Galvanized) by Hot-Dip Process.
- C. NEMA 250 – Enclosures for Electrical Equipment (1000 Volts Maximum); National Electrical Manufacturers Association; 2008.

**1.3 SYSTEM DESCRIPTION**

- A. Electric motor operated unit with manual override in case of power failure.
- B. Within a framed opening. Interior surface mounted.

**1.4 DESIGN REQUIREMENTS**

- A. Design door assembly to satisfy non-operational wind load of 20 PSF without undue deflection or damage to door or assembly components.
  - 1. Design for model 422 Curved/Flat.

**1.5 SUBMITTALS**

- A. Shop drawing: Indicate pertinent dimensioning, anchorage methods, hardware locations, and installation details.
- B. Product Data: Provide general construction, component connections, details, and electrical equipment.
- C. Maintenance Data: Indicate lubrication requirements and frequency, periodic adjustments required.

**1.6 MAINTENANCE DATA**

- A. Maintenance Data: Indicate lubrication requirements and frequency and periodic adjustments required.

**1.7 FIELD MEASUREMENTS**

- A. Verify that field measurements are as indicated.

## **PART 2 PRODUCTS**

### **2.1 ACCEPTABLE MANUFACTURERS**

Porvene Doors, Inc.: [www.porvenedoors.com](http://www.porvenedoors.com).

### **2.2 PRODUCT**

Porvene Doors, Inc. – 422 with chain override.

### **2.3 MATERIALS**

Curtain: conform to the following:

1. Slats: Interlocking, minimum 22-gauge of ANSI/ASTM A653 steel, galvanized to minimum 1.25 oz/sq ft coating in accordance with ASTM A924. Cold roll formed in continuous lengths of 22 ga.
2. Slat Ends: Each slat fitted with malleable end locks to act as wearing surface in guides to prevent lateral movement.
3. Vision Lites: Two rows of vision cutouts through curtain covered with clear Lexan polycarbonate. Mount at +7'-0" to +8'-0" A.F.F.
4. Curtain Bottom: Fitted with angles to provide reinforcement and positive contact with floor in closed position.
5. Wear Straps: Polyester bands fitted vertically 1 per every 5 foot of curtain width
6. Guides: Two angles form a curtain guide and are bolted to a continuous wall angle.

Sizes of structural steel angles are determined as required to retain curtain in guides under wind load and provide adequate mounting to jambs.

7. Roller Shaft Counterbalance: Steel pipe and steel spring system, capable of producing torque sufficient to ensure smooth operation of curtain from any position and capable of holding position at mid-travel; with adjustable spring tension; requiring 35-lb nominal force to operate.
8. Hood Enclosure: 24-gauge galvanized steel; internally reinforced to maintain rigidity . and hexagonal in shape to match Head plates.

### **2.4 FABRICATION**

1. Endlocks: Each end of alternate slats shall be fitted with endlocks to provide a wearing surface in the guides and to maintain slat alignment. Fastened with ¼ inch rivets.
  - Malleable Iron End-Locks: Malleable or "cast" iron end-locks shall be fitted onto every other slat.
2. Bottom Bar: Curtain shall be reinforced with a bottom bar consisting of two 2 inch by 2 inch by 1/8 inch (50.8mm by 50.8mm by 3.21mm) structural steel angle with P.V.C. bulb astragal.
3. Barrel: Shall be a steel pipe of diameter and wall thickness to restrict maximum deflection to 0.03 inch per foot (2.5mm/m) of door width. End bearings shall be self-lubricating ball bearings.
  - Springs: Shall be oil tempered, grease packed helical torsion type designed an overload factor of 25 percent. Springs mounted on a cold rolled steel inner shaft.
    - High Cycle Springs: spring design is to last at least 50,000 cycles.
    - Bracket Plates: ¼ inch (6mm) minimum thickness steel plates to sustain and enclose ends of the door assembly.
    - Drive end bracket plate: Fitted with a self-aligning sealed ball bearing.
    - Guides: Shall be structural steel angles 3/16 inch (4.76mm) minimum thickness with removable head stops.
4. Provide weather seal clip-on vinyl or weather stripping to seal against slat.
  - Guide Wall Angles: 3/16 inch (4.76mm) minimum thickness structural steel angles.

Hoods: Shall be 24 gauge galvanized still with baked epoxy primer. Powder Coat finish (color ID: PRSF 61288 Wet Red). No field painting allowed.

Hood Reinforcing: Shall be ¼ inch (6mm) thick steel brackets for supporting hoods on doors over 16'-0" (4877mm) wide.

## **ELECTRIC OPERATION**

Electric Operators:

Gear Hoist Door Operator, Model VFD GH with Red/Green warning light modification as manufactured by Micanan; 1 HP, 110 volt, single phase, mounted in accordance with manufacturer's specifications.

a. Red/Green warning lights will be installed at BOTH ends of each bay

Provide two (2) transmitters per door.

ii. Interior Control Station: Recessed, standard three button (open-close-stop) control for each operator; 24-volt circuit. (NEMA 250, Type 4).

Buttons to be round

Provide Miller Edge Light Curtain (Model MLC-K72) 1 emitter/receiver per Door

## **FINISHES**

Curtain Slats: Galvanized steel. Pre-finished with zinc phosphate primer at manufacturer. Standard Manufacturers finish

Steel Guides and Hood Enclosure: Pre-finished with zinc phosphate primer at manufacturer. Standard Manufacturers

## **PART 3 EXECUTION**

### **3.1 EXAMINATION**

A. Field verify that **EXISTING** opening sizes, tolerances and conditions are acceptable.

### **3.2 INSTALLATION**

A. Install door unit assembly in accordance with manufacturer's instructions.

B. Use anchorage devices to securely fasten assembly to wall construction and building framing without distortion or stress.

C. Securely brace components suspended from structure. Secure guides to structural members only.

D. Fit and align assembly including hardware; level and plumb, to provide smooth operation.

E. All wiring leading from component connections shall be run in conduit regardless of code requirements with any loose wiring secured to prevent snagging by equipment or personnel.

### **3.3 TOLERANCES**

A. Maintain dimensional tolerances and alignment with adjacent work.

B. Maximum Variation from Plumb: 1/16-inch.

C. Maximum Variation from Level: 1/16-inch.

D. Longitudinal or Diagonal Warp: Plus or minus 1/8-inch per 10 foot straight edge.

### **3.4 ADJUSTING**

A. Adjust operating assemblies for smooth minimum noise operation.

### **3.5 CLEANING**

A. Clean door and components.

B. Remove labels and visible markings.

## 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](http://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 Project Manager are those named as such in the Agreement.

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

**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 Project Manager 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 Project Manager 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 Project Manager, 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, Project Manager, 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 Project Manager, 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 Project Manager 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 Project Manager 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 Project Manager, 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 Project Manager 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 Project Manager. Equals will not be accepted unless the Contractor requests and receives permission in writing from the Project Manager to make specific substitutions. Requests shall be made within sufficient time to allow the Project Manager 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 Project Manager, and shall not proceed with the work in question, except at his/her own risk until the Project Manager 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 Project Manager.

**11. PATENTS, ROYALTIES AND TAXES** - The Contractor shall hold the Owner and the Project Manager 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 Project Manager or the Owner and shall be guided by the directions and advice of the Project Manager 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 Project Manager or the Owner as soon as it may become practicable to obtain the same.

**16. ACCESS TO THE WORK** - The Project Manager, 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 Project Manager 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 Project Manager shall have the right to reject defective material and workmanship or require its correction. Should the Specifications, the Project Manager's instructions, any law, ordinances or public authority require any work to be specially tested or approved, the Contractor shall give the Project Manager timely notice of its readiness for inspection and if the inspection is by an authority other than the Project Manager, of the date fixed for such inspection. If any work should be covered, without proper inspection and without approval or consent of the Project Manager, it shall, if required by the Project Manager, 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 Project Manager, 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 Project Manager.



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 Project Manager 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 Project Manager 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 Project Manager. 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 Project Manager, 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 Project Manager or Owner involve extra cost above the contract price Contractor shall immediately give the Project Manager 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 Project Manager, then the time of completion shall be extended for such reasonable time as the Project Manager may decide. Prompt claim therefore shall be made in writing to the Project Manager. 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 Project Manager, 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 Project Manager 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 Project Manager's certificate to the Owner, any sum certified by the Project Manager, then the Contractor may upon 10 days' written notice to the Owner and the Project Manager 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 Project Manager, 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 Project Manager 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 Project Manager, or otherwise be guilty of a substantial violation of any provision of the Contract, then the Owner, upon certificate of the Project Manager 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 Project Manager 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 Project Manager, may, without prejudice to any other right or remedy, terminate the contract.

**27. PAYMENTS WITHHELD.** The Project Manager 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 Project Manager 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 Project Manager 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 Project Manager 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 PROJECT MANAGER'S STATUS.** The Project Manager 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 Project Manager by the Owner for extra Project Managerural 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 upon final completion of construction as follows:

The Contractor shall present the hereinafter described statement Project Manager upon final completion of the work. The statement shall include the value of all labor expended upon and materials incorporated into the work. Project Manager Project Manager Payments shall be based upon the total Contract price and only such labor and materials therein required. Project Manager 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 Project Manager 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 Project Manager 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 Project Manager 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 Project Manager, 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 Project Manager when construction is complete, to enable the Project Manager to make his/her final inspection and inform the Owner.

**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.