



**NOTICE TO CONTRACTORS,  
PROPOSAL,  
AGREEMENT, &  
SPECIAL PROVISIONS**

**FOR CONSTRUCTION ON  
Project No: 12-60D  
Transit Center CCTV and Access Control**

**IN STANISLAUS COUNTY,  
TURLOCK, CALIFORNIA.**

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**Development Services Department/ Engineering Division**

**Phone: (209) 668-5417  
Contact Person: Stephen Fremming, P.E.  
Senior Civil Engineer**

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**Nathan Bray, P.E.**  
**Interim Development Services Director/City Engineer**

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**Proposals shall be delivered to Turlock, California  
at or before 2:00 PM on Wednesday, August 15, 2018  
at the office of the City Engineer,  
Development Services: Engineering Division  
156 S. Broadway, Suite 150  
Turlock, CA 95380**



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# **CITY OF TURLOCK, CALIFORNIA**

## **NOTICE TO CONTRACTORS**

Sealed proposals will be received by the City Engineer of the City of Turlock, Development Services/Engineering Division, 156 S. Broadway, Suite 150, Turlock, California 95380, until 2:00 PM on Wednesday, August 15th, 2018, for:

### **City Project No. 12-60D**

### **Transit Center CCTV and Access Control**

In accordance with and as described and provided in the plans, specifications and the proposed form of contract therefore, all of which are on file in the office of the City Engineer, and to which special reference is hereby made.

No verbal, telegraphic, electronic mail, facsimile, or telephone Proposals shall be considered.

Proposals are required to be complete and for the entire work, materials and improvements unless the contrary is indicated in the specifications.

In accordance with the provisions of California Business and professions Code, Section 7028, Contractor shall possess one of the following Contractor license(s) at the time of bid and for the duration of the contract:

1. A – General Engineering Contractor
2. C-7 – Low Voltage Systems Contractor

Failure to possess the specified license(s) shall render the Bid as non-responsive, shall act as a bar to award of the contract to any Bidder not possessing said license(s) at the time of Bid opening and shall result in the forfeiture of the security of said Bidder. Furthermore, any Bidder or Contractor not so licensed shall be subject to all legal penalties imposed by law, including, but not limited to, any appropriate disciplinary action by the Contractor's License Board.

Construction of the Roger K. Fall Transit Center is expected to conclude by mid-September 2018. Bidders wishing to access the site must contact the contact person listed on the cover sheet of the bid package to coordinate access with the contractor working on completion of the facility.

Each proposal must be accompanied by cash, cashier's check, or check certified by a responsible bank, or by a bid bond, the proposed form of which is on file in the office of the City Engineer of said City and to which special reference is hereby made in a sum not less than ten percent (10%) of the total amount bid, payable to the City of Turlock as liquidated damages in the case the bidder is awarded the contract and fails within ten (10) days after the date of mailing to him by the City Engineer of a notice of award of the contract and that the contract is ready for signature to execute the above-mentioned written contract and file with the City Engineer satisfactory insurance certificates as required by the terms of said contract and satisfactory bonds as required by law for the faithful performance of said

contract and for the protection of material, men and laborers. Special reference is hereby made to Sections 5100, et. seq., of the Public Contracts Code of the State of California and to the proposed forms for said bonds now on file in the office of the said City Engineer for further particulars regarding bonds.

Pursuant to Section 1773 of the Labor Code, the general prevailing wage rates in the county Stanislaus in which the work is to be done have been determined by the Director of the California Department of Industrial Relations. These wages are set forth in the General Prevailing Wage Rates for this project, available at 156 S. Broadway St, Turlock, CA 95380 and available from the California Department of Industrial Relations' Internet web site at <http://www.dir.ca.gov/DLSR/PWD>.

Bidders' attention is directed to the insurance requirements in the contract. It is highly recommended that bidders confer with their respective insurance carriers or brokers to determine in advance of bid submission the availability of insurance certificates and endorsements prescribed and provided herein. If an apparent low bidder fails to comply strictly with the insurance requirements, that bidder may be disqualified from award of the contract.

No proposal will be considered unless made on forms furnished by the City Engineer of said City at his office of said City. Each proposal must be sealed, and the envelope containing the same must be addressed to the City Engineer of the City of Turlock and must be plainly marked. Each proposal shall clearly identify the bidders name and address on the sealed envelope.

Each bid shall separately state in figures the price offered for the approximate quantity of each item set forth and shall also state in words and figures the total contract price. Quantities set forth in the proposal form and in the specifications are approximate only, being given as a basis for comparison of bids, and the City of Turlock does not expressly or implied agree that the actual amount of work or materials will correspond therewith, but reserves the right to increase or decrease the amount of any class or portion of the work or materials as may be deemed necessary by the City Engineer.

Proposals may not be withdrawn for a period of sixty (60) days after the time fixed for opening of proposals. The City Council of the City of Turlock reserves the right to reject any and all proposals or any part thereof and to waive any errors or informalities in any proposals and to set and act as sole judge of the merit and qualifications of the equipment, supplies or services offered.

At the request and expense of Contractor, pursuant to Division 2, Part 5, Section 22300, et. seq., of the Public Contracts Code, securities equivalent to any funds withheld as retention from progress payments made under this contract may be deposited with the City of Turlock or with a State or Federally chartered bank as escrow agent, who shall pay such moneys to Contractor upon completion of the contract.

Copies of the Contract Documents, including Instructions to Bidders, Bid Proposal forms, Plans and Specifications, may be downloaded from the engineering division's web site or purchased for a non-refundable fee of **Twenty Five dollars (\$25)** at the Office of the City Engineer, 156 S. Broadway, Ste. 150, Turlock, CA 95380, Phone (209) 668-5520. For additional information, go to <http://www.cityofturlock.org/capitalprojects>

The U.S. Department of Transportation (DOT) provides a toll-free “hotline” service to report bid rigging activities. Bid rigging activities can be reported Mondays through Fridays, between 8:00 a.m. and 5:00 p.m., Eastern Time, Telephone No. 1-800-424-9071. Anyone with knowledge of possible bid rigging, bidder collusion, or other fraudulent activities should use the “hotline” to report these activities. The “hotline” is part of the DOT’s continuing effort to identify and investigate highway construction contract fraud and is operated under the direction of the DOT Inspector General. All information will be treated confidentially and caller anonymity will be respected.

No contractor or subcontractor may be listed on a bid proposal for a public works unless registered with the Department of Industrial Relations pursuant to Labor Code section 1725.5. No contractor or subcontractor may be awarded a contract for public work on a public works unless registered with the Department of Industrial Relations pursuant to Labor Code section 1725.5.

This project is subject to compliance monitoring and enforcement by the Department of Industrial Relations. The contractors and subcontractors must furnish electronic certified payroll records to the Labor Commissioner.

The contractor shall post job site notices prescribed by regulation. (*See* 8 Calif. Code Reg. §16451(d) for the notice that previously was required for projects monitored by the CMU.)

DATED: 7/31/18

CITY OF TURLOCK

By: *Nathan Bray*

Nathan Bray, PE

Interim Development Services Director / City Engineer

# PROPOSAL

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Project No. 12-60D

## Transit Center CCTV and Access Control

City of Turlock, California

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

To: The Honorable City Council of the City of Turlock, California:

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

BUSINESS ADDRESS: \_\_\_\_\_

PLACE OF RESIDENCE: \_\_\_\_\_

Bids are to be submitted for the entire work. The amount of the bid for comparison purposes will be the total of all items. The bidder shall set forth for each unit basis item of work a unit price and a total for the item, and for each lump sum item a total for the item, all in clearly legible figures in the respective spaces provided for that purpose.

In the case of unit basis items, the amount set forth under the "Item Total" column shall be the product of the unit price bid and the estimated quantity for the item. In case of discrepancy between the unit price and the total set forth for a unit basis item, the unit price shall prevail except as provided in (a) or (b), as follows:

(a) If the amount set forth as unit price is unreadable or otherwise unclear, or is omitted, or is the same as the amount as the entry in the item total column, then the amount set forth in the item total column for the item shall prevail and shall be divided by the estimated quantity for the item and the price thus obtained shall be the unit price;

(b) (Decimal Errors) If the product of the entered unit price and the estimated quantity is exactly off by a factor of ten, one hundred, etc., or one-tenth, or one-hundredth, etc. from the entered total, the discrepancy will be resolved by using the entered unit price or item total, whichever most closely approximates percentage wise the unit price or item total in the Department's Final Estimate of cost.

The Contractor shall submit the following at the time of Bid in order for the Bid to be considered responsive:

- Completed Proposal, pages 4 - 11
- Bidders Bond, pages 12-13
- Subcontractors List, page 14

In accordance with the annexed Notice to Contractors, the undersigned, as bidder, declares that he has carefully examined the location of the proposed work, the plans, specifications and technical requirements therefore, and the proposed forms of contract and bonds mentioned or referred to in said Notice and on file in the office of the City Engineer of the City of Turlock, together with the prevailing rate of per diem wages for each craft or type of workmen needed to execute said contract; and he proposes and agrees that if this proposal is accepted, he will furnish all labor, materials, equipment, plant transportation, service, sales taxes, permit fees and other costs necessary to complete the construction in strict conformity to the plans and specifications and he will enter into a written contract with the City of Turlock in the form of contract on file in the Office of the City Engineer for such purposes, and that he will execute and/or provide all bonds and insurance certificates required by law and/or by said contract and/or mentioned in said Notice to Contractors all in accordance with and subject to all applicable laws, and that he will take in full payment therefore the following unit prices, to wit:



## BIDDING FORM

**PROJECT TITLE:** Transit Center CCTV and Access Control  
**PROJECT NUMBER:** 12-60D  
**OPENING DATE:** August 15, 2018  
**OPENING TIME:** 2:00 PM

| Item No.                  | Item Description  | Unit of Measure | Estimated Quantity | Unit Price  | Total       |
|---------------------------|---|-----------------|--------------------|-------------|-------------|
| 1                         | CCTV Equipment  | LS              | 1                  |             |             |
| 2                         | CCTV Installation   | LS              | 1                  |             |             |
| 3                         | Access Control Equipment                                  | LS              | 1                  |             |             |
| 4                         | Access Control Installation                               | LS              | 1                  |             |             |
| 5                         | Configuration and Programming (Microbiz Security Company) | LS              | 1                  | \$ 3,600.00 | \$ 3,600.00 |
| <b>Base Bid Subtotal*</b> |   |                 |                    |             |             |

\*Basis of award of the contract shall be the lowest base bid. Additive bid alternate no. 1 shall be added to the base bid amount at owner's discretion.

| Item No.                                     | Item Description  | Unit of Measure | Estimated Quantity | Unit Price | Total |
|--|---|-----------------|--------------------|------------|-------|
| 1  | Additive Bid Alternate No. 1 - Extended service and maintenance warranty for years 2, 3, 4, and 5 | LS              | 1                  |            |       |
| <b>Additive Bid Alternate No. 1 Subtotal</b> |   |                 |                    |            |       |

Bidder has examined and carefully studied the Bidding documents and other related data identified in the Bidding Documents and the following Addenda, receipt of which is hereby acknowledged

### ADDENDA

|           |            |              |
|-----------|------------|--------------|
| No. _____ | Date _____ | Signed _____ |
| No. _____ | Date _____ | Signed _____ |
| No. _____ | Date _____ | Signed _____ |
| No. _____ | Date _____ | Signed _____ |

**TOTAL BID WRITTEN IN FIGURES:** \$ \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_ . \_\_\_\_\_

**TOTAL BID WRITTEN IN WORDS:** \_\_\_\_\_

**CONTRACTOR:** \_\_\_\_\_

COMPANY'S NAME: \_\_\_\_\_

BY: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

(Number)

(Street)

(City)

(State)

(ZIP)

CONTRACTOR'S PHONE #: \_\_\_\_\_

**NOTE: CONTRACTOR WILL BE REQUIRED TO LIST THEIR LICENSE NUMBER, EXPIRATION DATE, AND APPROPRIATE STATEMENT REGARDING PERJURY AND SIGNED BY INDIVIDUAL AUTHORIZED TO DO SO. FAILURE TO INCLUDE THE ABOVE ITEMS MAY CAUSE SAID CONTRACTOR'S BID TO BE REJECTED.**

\_\_\_\_\_, Contractor's License # \_\_\_\_\_, Class \_\_\_\_  
(Company's Name)

Expires \_\_\_\_\_. DIR #: \_\_\_\_\_

This information is true, is provided as per Section 7028.15 of the Business and Professions Code, and is made herein under penalty of perjury.

X \_\_\_\_\_  
(Bidder's Signature) (Date)

If the proposal is accepted and the undersigned shall fail to contract as aforesaid and fail to file with the City insurance certificates as required by said contract, within fourteen (14) days after the bidder has received notice from the City Engineer or his representative of the City of Turlock that the contract has been awarded to bidder and is ready for signature, the City of Turlock may, at its option, determine that the bidder has abandoned his contract, and thereupon this proposal and the acceptance thereof shall be null and void.

*Also accompanying this proposal is an affidavit of non collusion and questionnaire to general contractors, a statement of proposed sub contractors, if any, the address of mill, shop or office of any sub contractor, and a statement of work to be performed by sub contractors.*

The names and addresses of persons interested in the foregoing proposal as principals are as follows:

**(IMPORTANT NOTICE:** If bidder or other interested person is a corporation, state legal name of corporation, also names of the president, secretary, treasurer, and manager thereof; if a partnership,

state true name of firm, also names of all individual co partners composing firm; if bidder or other interested person is an individual, state first and last name in full.)

Licensed in accordance with an act providing for the registration of Contractors,  
License No. \_\_\_\_\_ Expiration Date \_\_\_\_\_.

DATED: \_\_\_\_\_, 20 \_\_\_\_\_

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

Phone: \_\_\_\_\_

X \_\_\_\_\_  
Signature of Bidder

NOTE: If bidder is a corporation, the legal name of the corporation shall be set forth above together with the signature of the officers authorized to sign contracts on behalf of the corporation; if bidder is a co partnership, the true name of the firm shall be set forth above together with the signature of the partner or partners authorized to sign contracts in behalf of the co partnership; and, if bidder is an individual, his signature shall be placed above. If a signature is by an agent other than an officer of a corporation or a member of the partnership, a Power of Attorney must be on file with the City Clerk prior to opening or submitted with the bid; otherwise, the bid will be disregarded as irregular and unauthorized.

## AFFIDAVIT

The undersigned bidder, being first duly sworn, deposes and says that he/she are the party making the foregoing proposal or bid, that this bid is genuine and not collusive or sham, that said bidder has not colluded, conspired, connived or agreed, directly or indirectly, with any other person or bidder, to put in a sham bid, or that said other person shall refrain from bidding, and has not in any manner sought by collusion to secure any advantage against the said City or any person interested in said improvement, for him/herself or any other person.

X\_\_\_\_\_

Signature of Bidder

Jurat (Government Code Section 8202)

State of California

County of \_\_\_\_\_

Subscribed and sworn to (or affirmed) before me on this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_

by \_\_\_\_\_ proved to me on the basis of satisfactory evidence to be the person(s) who appeared before me.

(AFFIX SEAL)

\_\_\_\_\_  
NOTARY PUBLIC SIGNATURE

\_\_\_\_\_  
NOTARY PUBLIC PRINTED NAME

## INFORMATION REQUIRED OF BIDDER

The bidder is required to provide the following information. Additional sheets may be attached if necessary.

Contractor's mailing address:\_\_\_\_\_

Contractor's telephone number:\_\_\_\_\_

Number of years experience as a contractor in construction work or installation work similar to that required in these specifications:

\_\_\_\_\_

Name of person who inspected the site of the proposed work for your firm:

\_\_\_\_\_

Date of Inspection:\_\_\_\_\_

List at least four (4) projects completed as of recent date:

|   |       |
|---|-------|
| Project No. and Title:                    | _____ |
| Class and Type of Work:                   | _____ |
| Name, Address, and Phone No. of Owner     | _____ |
| Registered Engineer in Charge of Project: | _____ |
| Total Contract amount:                    | _____ |
| Contract amount you performed:            | _____ |
| Name of Prime Contractor if you were Sub: | _____ |
| Date Completed:                           | _____ |
| Liquidated Damages Assessed:              | _____ |

|   |       |
|---|-------|
| Project No. and Title:                    | _____ |
| Class and Type of Work:                   | _____ |
| Name, Address, and Phone No. of Owner     | _____ |
| Registered Engineer in Charge of Project: | _____ |
| Total Contract amount:                    | _____ |
| Contract amount you performed:            | _____ |
| Name of Prime Contractor if you were Sub: | _____ |
| Date Completed:                           | _____ |
| Liquidated Damages Assessed:              | _____ |

Project No. and Title: \_\_\_\_\_  
Class and Type of Work: \_\_\_\_\_  
Name, Address, and Phone No. of Owner \_\_\_\_\_  
Registered Engineer in Charge of Project: \_\_\_\_\_  
Total Contract amount: \_\_\_\_\_  
Contract amount you performed: \_\_\_\_\_  
Name of Prime Contractor if you were Sub : \_\_\_\_\_  
Date Completed: \_\_\_\_\_  
Liquidated Damages Assessed: \_\_\_\_\_

Project No. and Title: \_\_\_\_\_  
Class and Type of Work: \_\_\_\_\_  
Name, Address, and Phone No. of Owner \_\_\_\_\_  
Registered Engineer in Charge of Project: \_\_\_\_\_  
Total Contract amount: \_\_\_\_\_  
Contract amount you performed: \_\_\_\_\_  
Name of Prime Contractor if you were Sub : \_\_\_\_\_  
Date Completed: \_\_\_\_\_  
Liquidated Damages Assessed: \_\_\_\_\_

## BIDDER'S BOND

KNOW ALL MEN BY THESE PRESENTS:

That we \_\_\_\_\_ as  
BIDDER, and \_\_\_\_\_ as  
SURETY a corporation duly organized under the laws of the State of \_\_\_\_\_  
and duly licensed to become sole Surety on bonds required and authorized by the State of California,  
as SURETY, are held and firmly bound unto the City of Turlock, hereinafter called the City, in the  
penal sum of TEN PERCENT (10%) OF THE TOTAL AMOUNT OF THE BID of the Bidder above  
named, submitted by said Bidder to the City, for the work described below, for the payment of which  
sum in lawful money of the United States, well and truly to be made, we bind ourselves, our heirs,  
executors, administrators and successors, jointly and severally, firmly by these presents. In no case  
shall the liability of the Surety hereunder exceed the sum \_\_\_\_\_

\_\_\_\_\_  
Dollars ( \$ \_\_\_\_\_ ).

THE CONDITION OF THIS OBLIGATION IS SUCH THAT, whereas the bidder has submitted the  
above-mentioned bid to the City for certain construction specifically described as follows for which  
bids are to be opened at Engineering Division, Development Services Department, City Hall, 156 S.  
Broadway Suite 150, Turlock, California, on

\_\_\_\_\_, \_\_\_\_\_, 20\_\_\_\_, at\_\_\_\_\_.  
(day) (date) (time)

for **Project No. 12-60D, "Transit Center CCTV and Access Control ."**

NOW, THEREFORE, if the aforesaid Bidder is awarded the contract and, within the time manner  
required under the specifications after the prescribed forms are presented to him for signature, enters  
into a written contract in the prescribed form in accordance with the bid, and files the two bonds with  
the City, one to guarantee faithful performance and the other to guarantee payment for labor and  
materials as required by law, then obligation shall be null and void; otherwise, it shall be and remain in  
full force and virtue.

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

IN WITNESS WHEREOF, we have hereunto set our hands and seals on  
this \_\_\_\_\_ day of \_\_\_\_\_, 201\_.

BIDDER

\_\_\_\_\_(SEAL)  
(Bidder's Name and Corporate Seal)

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

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

**(ATTACH ACKNOWLEDGMENT OF BIDDER)**

SURETY

\_\_\_\_\_(SEAL)  
(Surety's Name and Corporate Seal)

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

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

**(ATTACH ACKNOWLEDGMENT OF SURETY'S  
ATTORNEY-IN-FACT)**

**NOTE: ATTACH CERTIFIED COPY OF POWER OF ATTORNEY**



**SUB-CONTRACTORS**  
**City Project No. 12-60D, "Transit Center CCTV and Access Control"**

Prime Contractor:\_\_\_\_\_ DIR NUMBER:\_\_\_\_\_

Pursuant to California Public Contract Code §4100, the Bidder shall list each subcontractor who will perform Work or labor or who will render service to the prime Contractor in or about the construction of the Work or improvement, or a subcontractor duly licensed who, under subcontract to the prime Contractor, specially fabricates and installs a portion of the Work or improvement according to detailed Drawings contained in the Contract Documents, in an amount in excess of 1/2 of 1 percent of the prime Contractor's total Bid or, in the case of Bids or offers for the construction of streets or highways, including bridges, in excess of 1/2 of 1 percent of the prime Contractor's total Bid or \$10,000, whichever is greater. After the opening of Bids, no changes or substitutions will be allowed except as otherwise provided by law. The listing of more than one subcontractor for each item of Work to be performed with the words "and/or" will not be permitted.

IF NO SUBCONTRACTORS WILL FURNISH WORK, THEN WRITE "NONE" BELOW IN THE SPACE PROVIDED.

| NAME | LICENSE NUMBER | DIR NUMBER | ADDRESS | WORK ITEMS TO BE<br>PERFORMED AND % OF ITEM |
|------|----------------|------------|---------|---|
|      |                |            |         |   |
|      |                |            |         |   |
|      |                |            |         |   |
|      |                |            |         |   |
|      |                |            |         |   |
|      |                |            |         |   |
|      |                |            |         |   |
|      |                |            |         |   |
|      |                |            |         |   |

# AGREEMENT

---

## FOR PUBLIC IMPROVEMENT

Project No. 12-60D

### Transit Center CCTV and Access Control

**THIS AGREEMENT** is entered into by and between the CITY OF TURLOCK, a Municipal Corporation, hereinafter called "City," and \_\_\_\_\_ hereinafter called "Contractor" on this \_\_\_\_ day of \_\_\_\_\_, 20\_\_ (hereinafter called the "Agreement").

### RECITALS

A City has taken appropriate proceedings to authorize construction of the public work and improvements herein provided and execution of this contract.

B A notice was duly published for bids for the contract for the improvement hereinafter described pursuant to Public Contract Code § 20164.

C On \_\_\_\_\_, 20\_\_, after notice duly given, the City Council of the City of Turlock awarded the contract for the construction of the improvements hereinafter described to Contractor as the lowest responsive and responsible bidder for said improvements.

D City and Contractor desire to enter into this Agreement for the construction of said improvements.

### IT IS AGREED AS FOLLOWS:

#### 1. Scope Of Work:

Contractor shall perform the work described as follows:

The work consists, in general, of: Installation of access control and closed circuit television equipment for the Roger K. Fall Transit Center and furnishing all necessary labor, materials, tools, equipment and incidentals needed to perform the improvements as shown on the contract plans complete and in place. This work shall be completed in accordance with the project specifications, drawings and these special provisions.

The improvements are further described in the plans, specifications and technical requirements for such project, copies of which are on file in the office of the City Engineer, and which are incorporated by reference herein.

**2. The Contract:**

The complete contract consists of the following documents: This agreement, the notice to contractors, the contractor's accepted proposal, general conditions, special provisions, plans and detailed drawings, addendums, faithful performance bond, labor and materials bond, and any and all supplemental agreements amending, decreasing, or extending the work contemplated or which may be required to complete the work in a substantial and acceptable manner. The current edition of the "City of Turlock Standard Specifications and Drawings" is hereby incorporated as a part of the contract.

All rights and obligations of City and Contractor are set forth and described in the contract.

All of the above named documents are intended to incorporate the terms of the others so that any work called for in one and not mentioned in the other, or vice versa, is to be executed the same as if mentioned in all said documents. The documents comprising the complete contract will hereinafter be referred to as the "Contract". In case of any dispute regarding the terms of the Contract, the decision of the City Engineer shall be final.

**3. Schedule:**

All work shall be performed in accordance with the schedule approved by the City Engineer, or designated agent, and under his/her direction.

**4. Equipment & Performance Of Work:**

Contractor shall furnish all tools, equipment, facilities, labor and materials necessary to perform and complete in good workmanlike manner the work of general construction as called for and in the manner designated in, and in strict conformity with, the plans and specifications for said work entitled, "General Conditions and Special Provisions for **City Project No. 12-60D, "Transit Center CCTV and Access Control ."**

The equipment, apparatus, facilities, labor and material shall be furnished, and said work performed and completed as required in said plans and specifications under the direction and supervision, and subject to the approval of the City Engineer of said City, or City Engineer's designated agent.

**5. Contract Price:**

City shall pay, and Contractor shall accept in full payment for the work set forth above in Section 1, Scope of Work, an amount not to exceed \_\_\_\_\_ and **XX/100ths Dollars** (\$\_\_\_\_\_.\_\_). Said amount shall be paid in installments as hereinafter provided.

**6. Time For Performance:**

The time fixed for the commencement of such work is within ten (10) working days after the "Notice to Proceed" has been issued. The work on this project, including all punch list items, shall be completed on or before the expiration of **Thirty (30)** working days beginning on the first day of work or no later than the tenth day after the "Notice to Proceed" has been issued.

**7. Rights Of City To Increase Working Days:**

If such work is not completed within such time, the City Engineer shall have the right to increase the number of working days in the amount the City Engineer may determine will best serve the interests of the City, and if the City Engineer desires to increase said number of working days, the City Engineer shall have the further right to charge the Contractor and deduct from the final payment for the work the actual cost of engineering, inspection, superintendence, and other overhead expenses which are directly chargeable to Contractor, and which accrue during the period of such extension, except that the cost of the final service and preparation of the final estimates shall not be included in such charges; provided, however, that no extension of time for completion of such work shall ever be allowed unless requested by Contractor at least twenty (20) calendar days prior to the time herein fixed for the completion thereof, in writing, to the City Engineer. It is understood that the City Engineer shall not consider any such requests if not filed within the time set forth above in this section.

**8. Option Of City To Terminate Agreement In Event Of Failure To Complete Work:**

If Contractor shall have refused or failed to prosecute the work, or any severable part thereof, with such diligence as will ensure its completion within the time specified or any extensions thereof, or shall have failed to complete said work within such time if Contractor should be adjudged a bankrupt, or if Contractor should make a general assignment for the benefit of Contractor's creditors, or if a receiver should be appointed in the event of Contractor's insolvency, or if Contractor or any subcontractor should violate any of the provisions of this Contract, the City Engineer or the City Council may give written notice to Contractor and Contractor's sureties of its intention to terminate this agreement, and unless within five (5) days after the serving of such notice such violation shall cease and satisfactory arrangements for the correction thereof made, this agreement may, at the option of City, upon the expiration of said time, cease and terminate.

**9. Delay Damages:**

In the event the Contractor, for any reason, shall have failed to perform the work herein specified to the satisfaction of the City Engineer within the time herein required, the City may, in accordance with Section 7203 of the Public Contract Code, in lieu of any other of its rights authorized by paragraph 8 of this agreement, deduct from payments or credits due Contractor after such breach, a sum equal to **Six Hundred** and no/100ths Dollars **(\$600.00)** for each calendar day beyond the date herein provided for the completion of such work. This deduction shall not be considered a penalty but shall be considered as delay damages. The aforementioned rate of deduction is an amount agreed to by the Contractor and the City as reasonably representing additional construction engineering costs incurred by the City if the Contractor fails to complete the work within the contract time. However, any deduction assessed as delay damages shall not relieve the Contractor from liability for any damages or costs resulting from delays to other contractors on the project or other projects caused by a failure of the assessed Contractor to complete the work within the contract time. Due account shall be taken of any time extensions granted to the Contractor by the City. Permitting the Contractor to continue work beyond the contract completion date shall not operate as a waiver on the part of the City of any of its rights under the contract nor shall it relieve the Contractor from liability for any

damages or costs resulting from delays to other contractors on the project or other projects caused by a failure of the assessed Contractor to complete the work within the contract time.

**10. Performance By Sureties:**

In the event of any termination as hereinbefore provided, City shall provide timely written notice thereof to Contractor and Contractor's sureties, and the sureties shall have the right to take over and perform the Contract; provided, however, that if the sureties within five (5) days after giving them said notice of termination, do not give the City written notice of their intention to take over the performance of the Contract and do not commence performance thereof within five (5) days after notice to the City of such election, City may take over the work and prosecute the same to completion by contract or by any other method it may deem advisable for the account, and at the expense of Contractor and the sureties shall be liable to City for any excess cost or damages occasioned City thereby; and, in such event, City may, without liability for so doing, take possession of and utilize in completing the work such materials, appliances, plant and other property belonging to Contractor as may be on the site of the work and necessary therefor.

**11. Disputes Pertaining To Payment For Work:**

Should any dispute arise respecting the true value of any work done, of any work omitted, or of any extra work which Contractor may be required to do, or respecting the size of any payment to Contractor during the performance of this contract, such dispute shall be decided by the City Engineer, and the decision of the latter shall be final and conclusive. Contractor and City agree to comply with the claims resolution procedures set forth in Public Contract Code § 9204 when applicable.

Any submission of a claim by Contractor must comply with the requirements of Public Contract Code §9204. Upon receipt of a claim pursuant to this section, the City shall conduct a reasonable review of the claim and, within a period not to exceed 45 days, shall provide the Contractor a written statement identifying what portion of the claim is disputed and what portion is undisputed. Upon receipt of a claim, the City and Contractor may, by mutual agreement, extend the time period provided in this subdivision. The Contractor shall furnish reasonable documentation to support the claim. Any payment due on an undisputed portion of the claim shall be processed and made within 60 days after the City issues its written statement. If the Contractor disputes the City's written response, or if the City fails to respond to a claim issued pursuant to this section within the time prescribed, the Contractor may demand in writing an informal conference to meet and confer for settlement of the issues in dispute. Upon receipt of a demand in writing sent by registered mail or certified mail, return receipt requested, the City shall schedule a meet and confer conference within 30 days for settlement of the dispute.

Within 10 business days following the conclusion of the meet and confer conference, if the claim or any portion of the claim remains in dispute, the City shall provide the claimant a written statement identifying the portion of the claim that remains in dispute and the portion that is undisputed. Any payment due on an undisputed portion of the claim shall be processed and made within 60 days after the City issues its written statement. Any disputed portion of the

claim, as identified by the Contractor in writing, shall be submitted to nonbinding mediation, with the City and the claimant sharing the associated costs equally. The City and claimant shall mutually agree to a mediator within 10 business days after the disputed portion of the claim has been identified in writing. If the parties cannot agree upon a mediator, each party shall select a mediator and those mediators shall select a qualified neutral third party to mediate with regard to the disputed portion of the claim. Each party shall bear the fees and costs charged by its respective mediator in connection with the selection of the neutral mediator. If mediation is unsuccessful, the parts of the claim remaining in dispute shall be subject to applicable procedures outside this section.

Notwithstanding any claim, dispute or other disagreement between the City and the Contractor regarding performance under the Contract Documents, the scope of Work thereunder, or any other matter arising out of or related to, in any manner, the Contract Documents, the Contractor shall proceed diligently with performance of the Work in accordance with the City's written direction, pending any final determination or decision regarding any such claim, dispute or disagreement.

## **12. Permits, Compliance With Law:**

Contractor shall, at Contractor's expense, obtain all necessary permits and licenses for the construction of each improvement, give all necessary notices and pay all fees and taxes required by law, except those City fees set forth in the Special Provisions Section 1.

In accordance with the provisions of Sections 1725.5, 1771.1, 1771.3, and 1771.4 of the Labor Code, this project is subject to compliance monitoring and enforcement by the DIR. A contractor or subcontractor shall not be qualified to bid on, be listed in a bid proposal (subject to the requirements of Section 4104 of the Public Contract Code), or engage in the performance of any contract for public work, as defined by that chapter of the Labor Code, unless currently registered and qualified to perform public work pursuant to Section 1725.5 of the Labor Code. It is not a violation of this section for an unregistered contractor to submit a bid that is authorized by Section 7029.1 of the Business and Professions Code or by Section 10164 or 20103.5 of the Public Contract Code, provided the contractor is registered to perform public work pursuant to Section 1725.5 at the time the contract is awarded.

In accordance with the provisions of Section 1773.3 of the Labor Code, the City of Turlock shall provide notice to the DIR of the award of any public works contract subject to the requirements of Chapter 1 of the Labor Code, within five days of the award. The notice shall be transmitted electronically in a format specified by the DIR (see <https://www.dir.ca.gov/pwc100ext/>) and shall include the name of the contractor, any subcontractor listed on the successful bid, the bid and contract award dates, the contract amount, the estimated start and completion dates, jobsite location, and any additional information the DIR specifies that aids in the administration and enforcement of this chapter.

Prevailing wage rates are required to be posted at the jobsite by the Contractor.

**13. Superintendence By Contractor:**

Contractor shall give personal superintendence to the work on said improvement or have a competent foreman or superintendent satisfactory to the City Engineer on the project at all times during construction and performance of work under the Contract, with authority to act for him.

**14. Inspection By City:**

Contractor shall at all times maintain proper facilities and provide safe access for inspection by City to all parts of the work and to the shops wherein the work is in preparation.

**15. Extra And/Or Additional Work And Changes:**

The City, at any time, by written order, may make changes within the general scope of the work under the Contract or issue additional instructions, require additional work or direct deletion of work. The Contractor shall not proceed with any change involving an increase or decrease in the Contract price or the Contract time without prior written authorization from the City. The foregoing notwithstanding, the Contractor shall promptly commence and diligently complete any change to the work subject to the City's written authorization issued pursuant to the preceding sentence; the Contractor shall not be relieved or excused from its prompt commencement if necessary, and diligent completion of any change subject to the City's written authorization by virtue of the absence or inability of the Contractor and the City to agree upon the extent of any adjustment to the Contract time or the Contract price on account of such change. The issuance of a Change Order pursuant to this Section in connection with any change authorized by the City under this Section shall not be deemed a condition precedent to Contractor's obligation to promptly commence and diligently complete any such change authorized by the City hereunder. The City's right to make changes shall not invalidate the Contract nor relieve the Contractor of any liability or other obligations under the Contract Documents. Any requirement of notice of Changes in the scope of Work to the Surety shall be the responsibility of the Contractor.

In the event work is performed or materials furnished in addition to those set forth in Contractor's bid and the specifications herein, said work and materials shall be paid for at the unit price therein contained. Said amount shall be paid in installments as hereinafter provided.

**16. Change Of Contract Price:**

The contract price may only be changed by a contract change order. The value of any work covered by a contract change order for an adjustment in the contract price will be determined in the City's sole discretion as follows:

- (a) If the work performed is on the basis of unit prices contained in the contract documents, the change order will be determined in accordance with the provisions in Section 4-1.05, "Changes and Extra Work", of the Caltrans Standard Specifications; or
- (b) If the work performed is not included on the engineers estimate associated with a unit price, the change order will be by a mutually agreed lump sum; or

- (c) If the change order is not determined as described above in either 16 (a) or 16 (b), the change order will be determined on the basis of force account in accordance with the provisions below.

## **FORCE ACCOUNT**

For work paid by force account, the Engineer compares the City's records to the Contractor's daily force account work report. When the Engineer and the Contractor agree on the contents of the daily force account work reports, the Engineer accepts the report and the City pays for the work. If the records differ, the City pays for the work based only on the information shown on the City's records.

If a subcontractor performs work at force account, accept an additional 2 percent markup to the total cost of that work paid at force account, including markups specified as below, as reimbursement for additional administrative costs.

The markups specified in labor, materials, and equipment includes compensation for all delay costs, overhead costs, and profit.

If an item's unit price is adjusted for work-character changes, the City excludes the Contractors cost of determining the adjustment.

Payment for owner-operated labor and equipment is made at the market-priced invoice submitted.

## **Labor**

Labor payment is full compensation for the cost of labor used in the direct performance of the work plus a 5 percent markup, as set forth below, and consistent with the California Labor Code. Force account labor payment consists of:

1. Employer payment to the worker for:
  - 1.1. Basic hourly wage
  - 1.2. Health and welfare
  - 1.3. Pension
  - 1.4. Vacation
  - 1.5. Training
  - 1.6. Other State and federal recognized fringe benefit payments
2. Labor surcharge percentage in *Labor Surcharge and Equipment Rental Rates* current during the work paid at force account for:
  - 2.1. Workers' compensation insurance
  - 2.2. Social security
  - 2.3. Medicare
  - 2.4. Federal unemployment insurance
  - 2.5. State unemployment insurance
  - 2.6. State training taxes
3. Subsistence and travel allowances paid to the workers



4. Employer payment to supervisors, if authorized

The 5 percent markup consists of payment for all overhead costs related to labor but not designated as costs of labor used in the direct performance of the work including:

1. Home office overhead
2. Field office overhead
3. Bond costs
4. Profit
5. Labor liability insurance
6. Other fixed or administrative costs that are not costs of labor used in the direct performance of the work

### **Materials**

Material payment is full compensation for materials the Contractor furnishes and uses in the work. The Engineer determines the cost based on the material purchase price, including delivery charges, except:

1. A 5 percent markup is added
2. Supplier discounts are subtracted whether the Contractor takes them or not
3. If the Engineer believes the material purchase prices are excessive, the City pays the lowest current wholesale price for a similar material quantity
4. If the Contractor procured the materials from a source the Contractor wholly or partially own, the determined cost is based on the lower of the:
  - 4.1. Price paid by the purchaser for similar materials from that source on Contract items
  - 4.2. Current wholesale price for those materials
5. If the Contractor does not submit a material cost record within 30 days of billing, the determined cost is based on the lowest wholesale price:
  - 5.1. During that period
  - 5.2. In the quantities used

### **Equipment Rental**

Equipment rental payment is full compensation for:

1. Rental equipment costs, including moving rental equipment to and from the change order work site using its own power.
2. Transport equipment costs for rental equipment that cannot be transported economically using its own power. No payment is made during transport for the transported equipment.
3. 5 percent markup.

If the Contractor wants to return the equipment to a location other than its original location, the payment to move the equipment must not exceed the cost of returning the equipment to its original location. If the Contractor uses the equipment for work other than work paid by force account, the transportation cost is included in the other work.

Before moving or loading the equipment, obtain authorization for the equipment rental's original location.

The Engineer determines rental costs:

1. Using rates in *Labor Surcharge and Equipment Rental Rates*:
  - 1.1. By classifying equipment using manufacturer's ratings and manufacturer-approved changes.
  - 1.2. Current during the work paid by force account.
  - 1.3. Regardless of equipment ownership; but the City uses the rental document rates or minimum rental cost terms if:
    - 1.3.1. Rented from equipment business the Contractor does not own.
    - 1.3.2. The Labor Surcharge and Equipment Rental Rates hourly rate is \$10.00 per hour or less.
2. Using rates established by the Engineer for equipment not listed in *Labor Surcharge and Equipment Rental Rates*. The Contractor may submit cost information that helps the Engineer establish the rental rate; but the City uses the rental document rates or minimum rental cost terms if:
  - 2.1. Rented from equipment business the Contractor does not own.
  - 2.2. The Engineer establishes a rate of \$10.00 per hour or less.
3. Using rates for transport equipment not exceeding the hourly rates charged by established haulers.

Equipment rental rates include the cost of:

- |   |                            |
|---|----------------------------|
| 1. Fuel                                     | 7. Repairs and maintenance |
| 2. Oil                                      | 8. Depreciation            |
| 3. Lubrication                              | 9. Storage                 |
| 4. Supplies                                 | 10. Insurance              |
| 5. Small tools that are not consumed by use | 11. Incidentals            |
| 6. Necessary attachments                    |                            |

The City pays for small tools consumed by use. The Engineer determines payment for small tools consumed by use based on Contractor-submitted invoices.

The Engineer may authorize rates in excess of those in the *Labor Surcharge and Equipment Rental Rates* if:

1. The Contractor submits a request to use rented equipment
2. Equipment is not available from the Contractors normal sources or from one of the Contractors subcontractors
3. Rented equipment is from an independent rental company
4. Proposed equipment rental rate is reasonable
5. The Engineer authorizes the equipment source and the rental rate before the Contractor uses the equipment

### **Equipment on the Job Site**

For equipment on the job site at the time required to perform work paid by force account, the time paid is the time:

1. To move the equipment to the location of work paid by force account plus an equal amount of time to move the equipment to another location on the job site when the work paid by force account is completed
2. To load and unload equipment
3. Equipment is operated to perform work paid by force account and:
  - 3.1. Hourly rates are paid in 1/2-hour increments
  - 3.2. Daily rates are paid in 1/2-day increments

### **Equipment Not On the Job Site Required for Original-Contract Work**

For equipment not on the job site at the time required to perform work paid by force account and required for original-Contract work, the time paid is the time the equipment is operated to perform work paid by force account and the time to move the equipment to a location on the job site when the work paid by force account is completed.

The minimum total time paid is:

1. 1 day if daily rates are paid
2. 8 hours if hourly rates are paid

If daily rates are recorded, equipment:

1. Idled is paid as 1/2 day
2. Operated 4 hours or less is paid as 1/2 day
3. Operated 4 hours or more is paid as 1 day

If the minimum total time exceeds 8 hours and if hourly rates are listed, the City rounds up hours operated to the nearest 1/2-hour increment and pays based on the hours shown the following table. The table does not apply when equipment is not operated due to breakdowns, in which case rental hours are the hours the equipment was operated.

| <b>Equipment Rental Hours</b> |            |
|-------------------------------|------------|
| Hours operated                | Hours paid |
| 0.0                           | 4.00       |
| 0.5                           | 4.25       |
| 1.0                           | 4.50       |
| 1.5                           | 4.75       |
| 2.0                           | 5.00       |
| 2.5                           | 5.25       |
| 3.0                           | 5.50       |
| 3.5                           | 5.75       |
| 4.0                           | 6.00       |
| 4.5                           | 6.25       |
| 5.0                           | 6.50       |
| 5.5                           | 6.75       |
| 6.0                           | 7.00       |
| 6.5                           | 7.25       |
| 7.0                           | 7.5        |
| 7.5                           | 7.75       |
| ≥8.0                          | hours used |

### **Equipment Not On the Job Site Not Required for Original-Contract Work**

For equipment not on the job site at the time required to perform work paid by force account and not required for original-Contract work, the time paid is the time:

1. To move the equipment to the location of work paid by force account plus an equal amount of time to return the equipment to its source when the work paid by force account is completed
2. To load and unload equipment
3. Equipment is operated to perform work paid by force account

### **Non-Owner-Operated Dump Truck Rental**

Submit the rental rate for non-owner-operated dump truck rental. The Engineer determines the payment rate. Payment for non-owner-operated dump truck rental is for the cost of renting a dump truck, including its driver. For the purpose of markup payment only, the non-owner-operated dump truck is rental equipment and the owner is a subcontractor.

The above markups shall constitute full compensation for all home office overhead, field office overhead, bond costs, profit, labor liability insurance, and other fixed or administrative costs that are not costs specifically designated as cost or equipment rental as stated above. The total payment made as provided above shall be deemed to be the actual cost of the work and shall constitute full compensation therefor.

When extra work to be paid for on a force account basis is performed by a subcontractor, approved in conformance with the provisions in Section 5-1.13, "Subcontracting," an additional markup of 2 percent will be added to the total cost of that extra work including all markups specified in this Section. The additional 2 percent markup shall reimburse the Contractor for additional administrative costs, and no other additional payment will be made by reason of performance of the extra work by a subcontractor.

### **17. Change Of Contract Time:**

The contract time may only be changed by a contract change order. The value of any work covered by a contract change order for an adjustment in the contract time will be determined as follows:

- (a) Additional working days will be awarded where the amount of time is mutually agreed upon by Contractor and Engineer; or
- (b) Additional working days will be awarded where Contractor is prevented from completing any part of the work identified on the critical path and:
  - a. where the delay is caused by acts of public enemy, fire, floods, tsunamis, earthquakes, epidemics, quarantine restrictions, strikes, labor disputes, shortage

of materials and freight embargos, provided that Contractor shall notify Engineer in writing of the causes of delay within 15 days from the beginning of that delay; or

- b. where the delay is caused by actions beyond the control of Contractor; or
- c. where the delay is caused by actions or failure to act by Engineer.

Contractor shall not be entitled to an adjustment in contract time for delays within the control of Contractor. Delays resulting from and within the control of a Subcontractor or Supplier shall be deemed to be delays within the control of Contractor.

**18. Inspection And Testing Of Materials:**

Contractor shall notify City a sufficient time in advance of the manufacture of production materials to be supplied by Contractor under this contract in order for City to arrange for mill or factory inspection and testing of same.

Any materials shipped by Contractor from factory prior to having satisfactorily passed such testing and inspection by City's representative or prior to the receipt of notice from such representative that such testing and inspection will not be required shall not be incorporated on the job of said improvement. Contractor shall also furnish City, in triplicate, certified copies of all factory and mill test reports upon request.

**19. Permits And Care Of The Work:**

Contractor has examined the site of the work and is familiar with its topography and condition, location of property lines, easements, building lines, and other physical factors and limitations affecting the performance of this agreement. Contractor, at Contractor's expense, shall obtain any permission necessary for any operations conducted off the property owned or controlled by City. Contractor shall be responsible for the proper care and protection of all materials delivered and work performed until completion and final acceptance.

**20. Other Contracts:**

City may award other contracts for additional work, and Contractor shall fully cooperate with such other Contractors and carefully fit Contractor's own work to that provided under other contracts as may be directed by the City Engineer. Contractor shall not commit or permit any act which will interfere with the performance of work by any other Contractor.

**21. Payments To Contractor:**

Payments are to be made to the Contractor in accordance with the provisions of Section 9 of the General Conditions of said specifications in legally executed and regularly issued warrants of the city, drawn on the appropriate fund or funds as required by law and order of the City Council thereof. The Contractor shall be administered a progress payment approximately every 30 calendar days from the time work begins according to the payment schedule furnished by the City Engineer at the time work begins.

Monthly progress payments in the amount of 95 percent of the value of the work will be made to the Contractor based on this estimate and the schedule of prices contained in the accepted bid. The remaining 5 percent will be retained by the City as partial security for the fulfillment of the contract except that at any time after fifty (50) percent of the work has been completed, if the City Engineer finds that satisfactory progress is being made and the projects critical path of work are on schedule, the City may discontinue any further retention. Such discontinuance will only be made upon the written request of the Contractor. The City may, at any time the City Engineer finds that satisfactory progress is not being made, again institute retention of five (5) percent as specified above. Payment will be made as soon as possible after the preparation of the estimate.

No estimate or payment shall be made if, in the judgment of the City Engineer, the work is not proceeding in accordance with the provisions of the Contract, or when, in his judgment, the total value of the work done since the last estimate amounts to less than \$1,000. No progress payments will be made if the time allotted for the job is 30 working days or less.

Additionally, as a precondition to City's progress payments hereunder, Contractor shall provide to City, prior to payment, unconditional waivers and releases of stop notices pursuant to Civil Code §8128 et seq. from each Subcontractor and materials supplier. The form of said waivers and releases shall be as set forth in Civil Code §3262(d)(2).

Pursuant to Division 2, Part 5, Section 22300, et seq., of the Public Contracts Code, the Contractor may request the right to substitute securities for any moneys withheld by the City of Turlock to ensure the performance required of the Contractor under the contract, or that the City of Turlock make payment of retentions earned directly into an escrow account established at the expense of the Contractor.

**22. Contract Security:**

Concurrently with the execution hereof, Contractor shall furnish on the forms provided (1) a surety bond in an amount equal to at least one hundred percent (100%) of the contract price as security for the faithful performance of this contract; and (2) a separate surety bond in an amount equal to at least one hundred percent (100%) of the contract price as security for the payment of all persons performing labor and furnishing materials in connection with this contract. Sureties on each of said bonds thereof shall be satisfactory to the City.

**23. Indemnification:**

**Indemnity for Professional Liability:** When the law establishes a professional standard of care for Contractor's Services, to the fullest extent permitted by law, Contractor shall indemnify, protect, defend, and hold harmless City and any and all of its elective and appointive boards, officers, officials, agents, employees or volunteers from and against any and all losses, liabilities, damages, costs, and expenses, including legal counsel's fees and costs but only to the extent the Contractor (and its Subcontractors) are responsible for such damages, liabilities and costs on a comparative basis of fault between the Contractor (and its Subcontractors) and the City in the performance of professional services under this Agreement. Contractor shall not be

obligated to defend or indemnify City for the City's own negligence or for the negligence of others.

**Indemnity for other than Professional Liability:** Other than in the performance of professional services and to the full extent permitted by law, Contractor shall indemnify, defend, and hold harmless City and any and all of its elective and appointive boards, officers, officials, agents, employees or volunteers from and against any liability (including liability for claims, suits, actions, arbitration proceedings, administrative proceedings, regulatory proceedings, losses, expenses or costs of any kind, whether actual, alleged or threatened, including legal counsel's fees and costs, court costs, interest, defense costs, and expert witness fees), where the same arise out of, are a consequence of, or are in any way attributable to, in whole or in part, the performance of this Agreement by Contractor or by any individual or agency for which Contractor is legally liable, including, but not limited to, officers, agents, employees, or subcontractors of Contractor.

**24. Contractor's Insurance:**

Contractor shall not commence work under this Agreement until Contractor has obtained City's approval regarding all insurance requirements, forms, endorsements, amounts, and carrier ratings, nor shall Contractor allow any subcontractor to commence work on a subcontract until all similar insurance required of the subcontractor shall have been so obtained and approved. Contractor shall procure and maintain for the duration of this Agreement insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work hereunder by Contractor, its agents, representatives, employees or subcontractors. Failure to maintain or renew coverage or to provide evidence of renewal may constitute a material breach of contract. Any available insurance proceeds in excess of the specified minimum limits and coverage shall be available to City.

- (a) General Liability Insurance: Contractor shall maintain commercial general liability insurance with coverage at least as broad as Insurance Services Office form CG 00 01, in an amount not less than two million dollars (\$2,000,000) per occurrence, four million dollars (\$4,000,000) general aggregate, for bodily injury, personal injury, and property damage, including without limitation, blanket contractual liability and coverage for explosion, collapse and underground property damage hazards. Contractor's general liability policies shall be primary and not seek contribution from the City's coverages, and be endorsed using Insurance Services Office form CG 20 10 to provide that City and its officers, officials, employees, and agents shall be additional insureds under such policies. For construction contracts, an endorsement providing completed operations to the additional insured, ISO form CG 20 37, is also required.
- (b) Workers' Compensation Insurance: Contractor shall maintain Workers' Compensation Insurance (Statutory Limits) and Employer's Liability Insurance with limits of at least one million dollars (\$1,000,000). Contractor shall submit to City, along with the certificate of insurance, a Waiver of Subrogation endorsement in favor of City, its officers, agents, employees, and volunteers.

- (c) Auto Insurance: Contractor shall provide auto liability coverage for owned, non-owned, and hired autos using ISO Business Auto Coverage form CA 00 01, or the exact equivalent, with a limit of no less than two million dollars (\$2,000,000) per accident. If Contractor owns no vehicles, this requirement may be met through a non-owned auto endorsement to the CGL policy.
- (d) Builder's Risk Insurance: Not applicable.
- (e) Contractors Pollution Insurance: Not applicable.
- (f) Professional Liability Insurance: When applicable, Contractor shall maintain professional liability insurance that insures against professional errors and omissions that may be made in performing the Services to be rendered in connection with this Agreement, in the minimum amount of one million dollars (\$1,000,000) per claim and in the aggregate. Any policy inception date, continuity date, or retroactive date must be before the effective date of this Agreement, and Contractor agrees to maintain continuous coverage through a period no less than three (3) years after completion of the services required by this Agreement.
- (g) Deductibles and Self-Insured Retentions: Upon request of City, any deductibles or self-insured retentions must be declared to and approved by City. At the option of City, either: (1) the insurer shall reduce or eliminate such deductibles or self-insured retentions as respects City, its elective and appointive boards, officers, agents, employees, and volunteers; or (2) Contractor shall provide a financial guarantee satisfactory to City guaranteeing payment of losses and related investigations, claim administration and defense expenses.
- (h) Other Insurance Provisions: The commercial general liability policy shall contain, or be endorsed to contain, the following provisions:
  - (1) City, its elective and appointive boards, officers, agents, employees, and volunteers are to be covered as additional insureds with respect to liability arising out of work or operations performed by or on behalf of Contractor, including materials, parts or equipment furnished in connection with such work or operations, which coverage shall be maintained in effect for at least three (3) years following the completion of the work specified in the contract. General liability coverage can be provided in the form of an endorsement to Contractor's insurance (at least as broad as CG 20 10 for ongoing operations and CG 20 37 for products/completed operations), or as a separate Owners and Contractors Protective Liability policy providing both ongoing operations and completed operations coverage.
  - (2) For any claims related to this project, Contractor's insurance coverage shall be primary insurance as respects City and any insurance or self-insurance maintained by City shall be excess of Contractor's insurance and shall not contribute with it.



- (3) In the event of cancellation, non-renewal, or material change that reduces or restricts the insurance coverage afforded to City under this Agreement, the insurer, broker/producer, or Contractor shall provide City with thirty (30) days' prior written notice of such cancellation, non-renewal, or material change.
- (4) Coverage shall not extend to any indemnity coverage for the active negligence of the additional insured in any case where an agreement to indemnify the additional insured would be invalid under Subdivision (b) of Section 2782 of the Civil Code.
- (i) Acceptability of Insurers: Insurance is to be placed with insurers with a current A.M. Best's rating of no less than A-:VII or with an insurer to which the City has provided prior approval.
- (j) Verification of Coverage: Contractor shall furnish City with original certificates and amendatory endorsements or copies of the applicable policy language effecting coverage required by this clause. All certificates and endorsements are to be received and approved by City before work commences. However, failure to obtain the required documents prior to the work beginning shall not waive Contractor's obligation to provide them. City reserves the right, at any time, to require complete, certified copies of all required insurance policies and endorsements.
- (k) Waiver of Subrogation: With the exception of professional liability, Contractor hereby agrees to waive subrogation which any insurer of Contractor may acquire from Contractor by virtue of the payment of any loss. The commercial general liability policy and workers' compensation policy shall be endorsed to contain a waiver of subrogation in favor of City for all work performed by Contractor, its agents, employees, independent contractors and subcontractors. Contractor agrees to obtain any endorsement that may be necessary to effect this waiver of subrogation.
- (l) Subcontractors: Contractor shall include all subcontractors as insureds under its policies or shall furnish separate certificates and endorsements for each subcontractor. All coverages for subcontractors shall be subject to all of the requirements stated herein.
- (m) Surety Bonds: Contractor shall provide a Performance Bond and a Payment Bond.

**25. Proof Of Carriage Of Insurance:**

Contractor shall furnish City concurrently with the execution hereof, satisfactory proof of carriage of the insurance required, and that Contractor shall give City at least sixty (60) days prior notice of the cancellation of any policy during the effective period of this contract.

**26. Wages & Hours Of Employment:**

In the performance of this contract, eight (8) hours shall be the maximum hours of labor on any calendar day, and the minimum wages of compensation of persons performing labor in the execution of this agreement shall be the current prevailing scale of wages determined by the Director of the Department of Industrial Relations for the community.

The Contractor shall forfeit as penalty to the City, Twenty-five and no/100ths Dollars (\$25.00) to be paid to the City of Turlock for each workman employed in the execution of this agreement by him or by any subcontractor, for each calendar day during which any workman is required or permitted to labor more than eight (8) hours, in violation of provisions of Article 3, Chapter 1, Part 7, a Division 2, of the Labor Code of the State of California, and all amendments thereto.

**27. Emergency - Additional Time For Performance - Procurement Of Materials:**

If, because of war or other declared national emergency, the Federal or State Government restricts, regulates, or controls the procurement and allocation of labor or materials, or both, and if solely because of said restrictions, regulations or controls, Contractor is through no fault of the Contractor, unable to perform this agreement, or the work is thereby suspended or delayed, any of the following steps may be taken.

- (a) City may, pursuant to resolution of the Council, grant Contractor additional time for the performance of this agreement, sufficient to compensate in time, for delay or suspension.

To qualify for such extension in time, Contractor within ten (10) days of Contractor's discovering such inability to perform, shall notify City Engineer in writing thereof, and give specific reasons therefore; City Engineer shall thereupon have sixty (60) days within which to procure such needed materials or labor as is specified in this agreement, or permit substitution, or provide for changes in the work in accordance with other provisions of this agreement.

Substituted materials, or changes in the work, or both, shall be ordered in writing by City Engineer, and the concurrence of the Council shall not be necessary. All reasonable expenses of such procurement incurred by the City Engineer shall be defrayed by the Contractor; or

- (b) If such materials or labor cannot be procured through legitimate channels within sixty (60) days after the filing of the aforesaid notice, either party may, upon thirty (30) days' written notice to the other, terminate this agreement. In such event, Contractor shall be compensated for all work executed upon a unit basis in proportion to the amount of the work completed, or upon a cost-plus-ten-percent (10%) basis, whichever is the lesser. Materials on the ground, in process of fabrication or in route upon the date of notice of termination specially ordered for the project and which cannot be utilized by Contractor, shall be compensated for by City at cost, including freight, provided the Contractor shall take all steps possible to minimize this obligation; or
- (c) City Council, by resolution, may suspend this agreement until the cause of inability to perform is removed but for a period of not to exceed sixty (60) days.

If this agreement is not canceled, and the inability of Contractor to perform continues without fault on Contractor's part, beyond the time during which the agreement may

have been suspended, as herein above provided, City Council may further suspend this agreement, or either party hereto may, without incurring any liability, elect to declare this agreement terminated upon the ground of impossibility of performance. In the event City declares this agreement terminated, such declaration shall be authorized by the City Council by resolution, and Contractor shall be notified in writing thereof within five (5) days after the adoption of such resolution. Upon such termination, Contractor shall be entitled to proportionate compensation at the agreement rate for such portion of the agreement as may have been performed, or

- (d) City may terminate this agreement, in which case Contractor shall be entitled to proportionate compensation at the agreed rate for such portion of the agreement as may have been performed. Such termination shall be authorized by resolution of the Council. Notice thereof shall be forthwith given in writing to Contractor, and this agreement shall be terminated upon receipt by Contractor of such notice.

In the event of the termination provided in this sub-paragraph (d), none of the covenants, conditions or provisions hereof shall apply to the work not performed, and City shall be liable to Contractor for the proportionate compensation last herein mentioned.

**28. Provisions Cumulative:**

The provisions of this agreement are cumulative, and in addition to and not in limitation of, any other rights or remedies available to City.

**29. Taxes:**

Contractor shall cooperate with City to the full extent possible to maximize the local allocation of California sales and use tax to the City. Such cooperation shall include but not be limited to:

**(a) Use Tax Direct Payment Permits.** Contractor shall apply for, obtain and utilize, to the maximum extent reasonable, a California Use Tax Direct Payment Permit.

**(b) Purchases of \$500,000 or More.** Contractor shall require vendors and suppliers located outside California from whom Contractor makes purchase of \$500,000 or more to allocate the use tax to the City.

Additional information regarding use tax and the Permit can be found in the State of California Board of Equalization, Sales and Use Tax Regulations, Regulation 1699.6, Use Tax Direct Payment Permits, or on the web site for the Board of Equalization at <http://www.boe.ca.gov/sutax/sutprograms.htm>

**30. Notices:**

All notices shall be in writing and delivered in person or transmitted by certified mail, postage prepaid.

Notices required to be given to City shall be addressed as follows:

**City of Turlock  
City Engineer  
156 S. Broadway, Suite 150  
Turlock, CA 95380-5461**

Notices required to be given to Contractor shall be addressed as follows:

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Notices required to be given sureties of Contractor shall be addressed as follows:

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**31. CITY CONTRACT ADMINISTRATOR:**

The City's contract administrator and contact person for this Agreement is:

Stephen Fremming  
City of Turlock Engineering Division  
156 S. Broadway, Suite 150  
Turlock, California 95380-5461  
Telephone: (209) 668-5417  
E-mail: sfremming@turlock.ca.us

**32. Interpretation:**

As used herein, any gender includes each other gender, the singular includes the plural and vice versa.

**33. Antitrust Claims:**

The Contractor or subcontractor offers and agrees to assign to the City all rights, title and interest to any causes of action under Section Four of the Clayton Act and the Cartwright Act concerning antitrust claims.

**34. USE OF CITY PROJECT NUMBER:**

The Contractor or subcontractor agrees to use the aforementioned City project number on all maps, drawings, submittals, billing, and written correspondence that involve City staff or contracted consultants. Nothing in this section shall preclude the Contractor or subcontractor from using their own project numbers for their own internal use.

**IN WITNESS WHEREOF**, three identical counterparts of this agreement, consisting of a total of 20 pages, each of which counterparts shall for all purposes be deemed an original of said agreement, have been duly executed by the parties hereinabove named, on the day and year first herein above written.

**CONTRACTOR**

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

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

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

\_\_\_\_\_

Phone: \_\_\_\_\_

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

Federal Tax ID or Social Security No:

\_\_\_\_\_

DIR Registration Number:

\_\_\_\_\_

Attach Contractor's Seal Here

**CITY OF TURLOCK, a municipal corporation**

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

Gary Soiseth, Mayor

or

\_\_\_\_\_  
Robert C. Lawton, City Manager

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

**APPROVED AS TO SUFFICIENCY:**

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

Nathan Bray, Interim City Engineer

**APPROVED AS TO FORM:**

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

Jose M. Sanchez, Interim City Attorney

**ATTEST:**

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

Jennifer Land, City Clerk

## WORKERS' COMPENSATION INSURANCE CERTIFICATION

Pursuant to Section 2.1 of the Contract, the Contractor certifies as follows:

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 the work of this contract.

Signed: \_\_\_\_\_

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

\_\_\_\_\_  
(Typed or Printed Name)

Business Address (Street Address, City, State & Zip Code):

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

Business Phone: (     ) \_\_\_\_\_

## PERFORMANCE BOND

KNOW ALL MEN BY THESE PRESENTS:

WHEREAS, the **City of Turlock**, State of California, has awarded to \_\_\_\_\_, hereinafter designated as the "Principal," a contract for **Project No. 12-60D, "Transit Center CCTV and Access Control ;** and,

WHEREAS, said Principal is required under the terms of said contract to furnish a bond for the faithful performance of said contract.

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

THE CONDITION OF THIS OBLIGATION IS SUCH, that if the above bounden Principal, or Principal's heirs, executors, administrators, successors, or assigns, shall in all things stand to and abide by, and well and truly keep and perform the covenants, conditions, and agreements in said contract and any alteration thereof made as therein provided, on the Principal's part, to be kept and performed at the time and in the manner therein specified and in all respects according to their true intent and meaning; and shall defend, indemnify and save harmless the City of Turlock, its officers and agents as therein stipulated, then this obligation shall become null and void; otherwise it shall be and remain in full force and virtue.

And the Surety, for value received hereby stipulates and agrees that, in accordance with the Plans, Standard Specifications, Special Provisions, and other contract documents, no change, extension of time, alteration, or addition to the terms of the contract, or to the work to be performed hereunder, or to the specifications accompanying the same shall in anywise affect its obligations on this bond, and it does hereby waive notice of any such change, extension of time, alteration of additions to the terms of the Contract to the work, or to the specifications.

The City reserves the right to refuse use of any Contractor assigned by any surety to complete the work.

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

(Corporate Seal)

**Principal** \_\_\_\_\_

By \_\_\_\_\_

Title \_\_\_\_\_

(Attach Notarial Acknowledgment)

(Corporate Seal)

**Surety** \_\_\_\_\_

Address \_\_\_\_\_

Phone No.: (    ) \_\_\_\_\_ Fax No.: (    ) \_\_\_\_\_

By \_\_\_\_\_

Attorneys-in-Fact

Title \_\_\_\_\_

(Attach Notarial Acknowledgment)

**NOTE TO SURETY COMPANY: There must be submitted a certified copy of unrevoked resolution of authority for the attorneys-in-fact.**

(Seal)

**Witness** \_\_\_\_\_

Approved as to form:

\_\_\_\_\_  
Risk Manager



## PAYMENT BOND

KNOW ALL MEN BY THESE PRESENTS:

WHEREAS, the **City of Turlock**, a municipal corporation, has awarded to \_\_\_\_\_, hereinafter designated as the "Principal", a contract for **Project No. 12-60D, "Transit Center CCTV and Access Control** ; and

WHEREAS, said Principal is required to furnish a bond in connection with said contract, to secure payment of claims of laborers, mechanics, or materialmen employed on work under said contract, as provided by law.

NOW, THEREFORE, we the undersigned Principal and Surety are held and firmly bound unto the City of Turlock in the sum of \_\_\_\_\_  
(\$ \_\_\_\_\_), said sum being equal to the estimated amount payable by said City of Turlock under the terms of the contract, for which payment well and truly to be made, we bind ourselves, our heirs, executors, administrators, successors, or assigns jointly and severally, firmly by these presents.

THE CONDITIONS OF THIS OBLIGATION ARE SUCH that if said Principal, or Principal's heirs, executors, administrators, successors, or assigns, or subcontractors shall fail to pay for any material, provisions, provender, or other supplies, implements, or machinery used in, upon, for or about the performance of the work contracted to be done, or for any work or labor thereon of any kind, or for amounts due under the Unemployment Insurance Code with respect to such work or labor, or for any amounts required to be deducted, withheld, and paid over to the Franchise Tax Board from these wages of employees of the Contractor and Contractor's subcontractors pursuant to the Revenue and Taxation Code, with respect to such work and labor, the Surety or Sureties hereon will pay for the same in an amount not exceeding the sum specified in this bond, otherwise the above obligation shall be void. In case suit is brought upon this bond, said Surety will pay a reasonable attorney's fee to be fixed by the court.

This bond shall inure to the benefit of any and all persons, companies, and corporations entitled to file claims under Section 3138 of the Civil Code of the State of California so as to give a right of action to them or their assigns in any suit brought upon this bond.

Said Surety, for value received, hereby stipulates and agrees that, in accordance with the Plans, Standard Specifications, Special Provisions, and other Contract Documents, no change, extension of time, alteration or addition to the terms of the contract, or to the work to be performed there under, or to the specifications accompanying the same, shall in anywise affect its obligations on this bond, and it does hereby waive notice of any such change, extension of time, alteration or addition to the terms of the contract, or to the work, or to the specifications.

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

(Corporate Seal)

**Principal** \_\_\_\_\_

By \_\_\_\_\_

Title \_\_\_\_\_

(Attach Notarial Acknowledgment)

(Corporate Seal)

**Surety** \_\_\_\_\_

Address \_\_\_\_\_

Phone No.: (    ) \_\_\_\_\_ Fax No.: (    ) \_\_\_\_\_

\_\_\_\_\_

By \_\_\_\_\_

Attorneys-in-Fact

Title \_\_\_\_\_

(Attach Notarial Acknowledgment)

**NOTE TO SURETY COMPANY: There must be submitted a certified copy of unrevoked resolution of authority for the attorneys-in-fact.**

(Seal)

**Witness** \_\_\_\_\_

Approved as to form:

\_\_\_\_\_  
Risk Manager

**ESCROW FOR SECURITY DEPOSIT**  
**IN LIEU OF RETENTION**

This Escrow Agreement is made and entered into by and between the **City of Turlock**, whose address is 156 S. Broadway, Turlock, CA, 95380, hereinafter called "City", \_\_\_\_\_, whose address is \_\_\_\_\_, hereinafter called "Contractor", and \_\_\_\_\_, whose address is \_\_\_\_\_, hereinafter called "Escrow Agent."

For the consideration hereinafter set forth, the City, Contractor, and Escrow Agent agree as follows:

1. Pursuant to Section 22300 of the Public Contract Code of the State of California, Contractor has the option to deposit securities with Escrow Agent as a substitute for retention earnings required to be withheld by City pursuant to the construction contract entered into between the City and Contractor for **Project No. 12-60D, "Transit Center CCTV and Access Control"** in the amount of \_\_\_\_\_ dated \_\_\_\_\_ (hereinafter referred to as the "Contract"). Alternatively, on written request of the Contractor, the City shall make payments of the retention earnings directly to the Escrow Agent. When Contractor deposits the securities as substitute for Contract earnings, the Escrow Agent shall notify the City within 10 days of the deposit. The market value of the securities at the time of the substitution shall be at least equal to the cash amount then required to be withheld as retention under the terms of the Contract amount between the City and Contractor. Securities shall be held in the name of \_\_\_\_\_, and shall designate the Contractor as the beneficial owner.

The Contractor shall select and initial one of the following options:

2. ☐ The City shall make progress payments to the Contractor for such funds that otherwise would be withheld from progress payments pursuant to the Contract provisions, provided that the Escrow Agent holds securities in the form and amount specified above,

**OR**

3. ☐ The City shall make payment of retentions earned directly to the Escrow Agent. The Escrow Agent shall hold them for the benefit of the Contractor until such time as the escrow created under this Contract is terminated. The Contractor may direct the investments of the payments into securities. All terms and conditions of this agreement and the rights and responsibilities of the parties shall be equally applicable and binding when the City pays the Escrow Agent directly.
4. Contractor shall be responsible for paying all fees for the expenses incurred by Escrow Agent in administering the Escrow Account and all expenses of the City. These expenses and payment terms shall be determined by the City, Contractor, and Escrow Agent.

5. The interest earned on the securities or the money market accounts held in escrow and all interest earned shall be for the sole use of the Contractor and shall be subject to withdrawal by Contractor at any time and from time to time without notice to the City.
6. Contractor shall have the right to withdraw all or any part of the principal in the escrow account only by written notice to Escrow Agent accompanied by written authorization from City to the Escrow Agent that City consents to the withdrawal of the amount sought to be withdrawn by Contractor.
7. The City shall have a right to draw upon the securities in the event of default by the Contractor. Upon seven day's written notice to the Escrow Agent from the City of the default, the Escrow Agent shall immediately convert the securities to cash and shall distribute the cash as instructed by the City.
8. Upon receipt of written notification from the City certifying that the Contract is final and complete, and that the Contractor has complied with all requirements and procedures applicable to the Contract, Escrow Agent shall release to Contractor all securities and interest on deposit less escrow fees and charges of the escrow account. The escrow shall be closed immediately upon disbursement of all monies and securities on deposit and payments of fees and charges.
9. Escrow Agent shall rely on the written notifications from the City and the Contractor pursuant to Sections (5) to (8) inclusive, of this agreement and the City and Contractor shall hold Escrow Agent harmless from Escrow Agent's release and disbursement of the securities and interest as set forth above.
10. Contractor authorizes the Escrow Agent to issue monthly statements of the status of the funds held in the escrow account to the City. Escrow Agent shall issue said statements on a monthly basis and mail to: City of Turlock, ATTN: Finance Department, 835 East 14<sup>th</sup> Street, Turlock, CA 94577.
11. The names of the persons who are authorized to give written notice or to receive written notice on behalf of the City and on behalf of Contractor in connection with the foregoing, and exemplars of their respective signatures, are as follows:

**On behalf of City:**

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Title

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Name

**On behalf of Contractor:**

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Title

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Name

**On behalf of Escrow Agent:**

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Title

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Name

---

Signature

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Address

At the time the escrow account is opened, the City and Contractor shall deliver to the Escrow Agent a fully executed counterpart of this agreement.

IN WITNESS WHEREOF, the parties have executed this agreement by their proper officers on the date first set forth above.

**City:**

\_\_\_\_\_  
Title

\_\_\_\_\_  
Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Address

**Contractor:**

\_\_\_\_\_  
Title

\_\_\_\_\_  
Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Address

# **SPECIAL PROVISIONS**

**City Project No: 12-60D**

**Transit Center CCTV and Access Control**

## **SECTION 1 SPECIFICATIONS AND PLANS**

### **SPECIAL NOTES:**

1. Official bid documents including plans and specifications are available online at <http://www.cityofturlock.org/capitalprojects>. All bids submitted for this project must conform to the requirements of the official bid documents, including plans and specifications.

### **1.01 SPECIFICATIONS:**

The work described herein shall be done in accordance with the current City of Turlock Standard Specifications and the 2015 Edition of the State of California, Department of Transportation Standard Specifications and Standard Plans (with exception that English units are to be used in place of metric) and in accordance with the following Special Provisions.

The Contract Documents are complementary; what is required by one is as binding as if required by all.

It is the intent of the Contract Documents to describe a functionally complete project (or part thereof) to be constructed in accordance with the Contract Documents. Any labor, documentation, services, materials, or equipment that may reasonably be inferred from the Contract Documents or from prevailing custom or trade usage as being required to produce the intended result will be provided whether or not specifically called for at no additional cost to City.

Clarifications and interpretations of the Contract Documents shall be issued by Engineer.

In case of conflict or discrepancy between any of the Contract Documents, the order of documents listed below shall be the order of precedence, with the first item listed having the highest precedence.

1. Contract Change Order (Modifications or changes last in time are first in precedence).
2. Addenda to Contract Agreement
3. Contract Agreement
4. Permits
5. Special Provisions
6. Notice Inviting Bids and Instructions to Bidders
7. Project Drawings

8. City of Turlock Standard Specifications
9. Caltrans Standard Specifications
10. City of Turlock Standard Drawings
11. Caltrans Standard Plans

With regards to discrepancies or conflicts between written dimensions given on drawings and the scaled measurements, the written dimensions shall govern.

With regards to discrepancies or conflicts between large-scale drawings and small-scale drawings, the larger scale shall govern.

With regards to discrepancies or conflicts between detailed drawings and referenced standard drawings or plans, the detailed drawings shall govern.

In the event where provisions of codes, safety orders, contract documents, referenced manufacturer's specifications or industry standards are in conflict, the more restrictive and higher quality shall govern.

Should it appear that the work to be done or any of the matters relative thereto are not sufficiently detailed or explained in these specifications, the special provisions, or the plans, the Contractor shall apply to the Engineer in writing for such further explanations as may be necessary and shall conform to them as part of the contract. All responses from the Engineer shall also be in writing. In the event of any doubt or question arising respecting the true meaning of these specifications, the special provisions or the plans, reference shall be made to the Engineer, whose decision thereon shall be final.

#### **1.02 CONTRACTOR'S RESPONSIBILITY:**

The Contractor shall examine carefully the site of the work and the plans and specifications therefore. The Contractor shall investigate to their satisfaction as to conditions to be encountered, the character, quality and quantity of surface, subsurface materials or obstacles to be encountered, the work to be performed, materials to be furnished, and as to the requirements of the bid, plans and specifications of the contract.

#### **1.03 COMPLETENESS AND ACCURACY OF PLANS AND SPECIFICATIONS:**

Pursuant to the California Public Contract Code, the bidder is required to review architectural or engineering plans and specifications prior to submission of a bid, and report any errors and omissions noted by Contractor to the architect, engineer or owner five days prior to the bid opening date.

## **SECTION 2 PROPOSAL REQUIREMENTS AND CONDITIONS**

#### **2.01 GENERAL:**

The bidder's attention is directed to the provisions in Proposal for this bid for the requirements and conditions which the bidder must observe in the preparation of and the submission of the bid.

The bidder's bond shall conform to the bond form in the Bid book for the project and shall be properly filled out and executed. The bidder's bond form included in that book must be used.



In conformance with Public Contract Code Section 7106, a Noncollusion Affidavit is included in the Bid book. Signing the Bid book shall also constitute signature of the Noncollusion Affidavit.

The contractor, sub recipient or subcontractor shall not discriminate on the basis of race, color, national origin, or sex in the performance of this contract. The contractor shall carry out applicable requirements of Title 49 CFR (Code of Federal Regulations) part 26 in the award and administration of US DOT assisted contracts. Failure by the contractor to carry out these requirements is a material breach of this contract, which may result in the termination of this contract or such other remedy, as the recipient deems appropriate. Each subcontract signed by the bidder must include this assurance.

Failure of the bidder to fulfill the requirements of the Special Provisions for submittals required to be furnished after bid opening, including but not limited to escrowed bid documents, where applicable, may subject the bidder to a determination of the bidder's responsibility in the event it is the apparent low bidder on a future public works contracts.

## **2.02 EXISTING UTILITIES, FACILITIES, AND SITE CONDITIONS:**

The actual sizes, locations and materials of existing utilities and facilities shown on the plans may vary from what is shown on the plans. Attention is directed to the possible existence of underground facilities not indicated on the plans or in the special provisions. Contractor shall be responsible for verifying the locations and nature of the existing utilities, protecting them from damage and notifying Engineer of their location and nature.

Contractor shall examine carefully the site of the work. It is assumed that Contractor has investigated and is satisfied as to the conditions to be encountered as to the character, quality and quantities of work to be performed.

Full compensation for furnishing all labor, materials, tools, equipment (including dewatering devices), and incidentals, and for doing all the work involved with and/or in verifying existing utilities, facilities, site and subsurface conditions as specified above, shall be considered as included in the prices paid for the various contract items of work and no additional compensation will be allowed therefore

## **SECTION 3 AWARD AND EXECUTION OF CONTRACT**

### **3.01 GENERAL:**

The Contractor's attention is directed to the provisions in the Contract for the requirements and conditions concerning award and execution of contract.

The contract shall be executed by the successful bidder and shall be returned, together with the contract bonds and insurance, to the City so that it is received within 10 working days after the bidder has received the contract for execution. Failure to do so shall be just cause for forfeiture of the proposal guaranty. The executed contract documents shall be delivered to the following address:

Attention: Tania Hernandez  
City of Turlock, Engineering Division

156 S Broadway, Suite 150  
Turlock, CA 95380

Bid protests are due in writing by the fifth calendar day after the bid opening and are to be delivered to the following address:

Nathan Bray, PE  
156 S Broadway Suite 150  
Turlock, CA 95380

The award of the contract, if it be awarded, will be to the lowest responsible bidder whose bid complies with all the requirements prescribed.

## **SECTION 4 BEGINNING OF WORK, TIME OF COMPLETION AND DELAY DAMAGES**

Attention is directed to Section 6 “Time For Performance” of the Contract.

At no time shall construction begin prior to the issuance of the Notice to Proceed. Any work performed prior to the Notice to Proceed shall be done at the Contractor’s own risk and payment will not be made therefor.

Should the Contractor choose to work on a Saturday, Sunday or Legal Holiday as defined in Section 5.10 “Working Hours,” of these Special Provisions, the Contractor shall reimburse the City of Turlock the actual cost of engineering, inspection, testing, superintendent, and/or other overhead expenses which are directly chargeable to the contract. Should such work be undertaken at the request of the City, reimbursement will not be required.

Attention is directed to Section 9 “Delay Damages” of the Contract.

A pre-construction meeting will be held between Contractor and City prior to the beginning of construction. The exact time and place of this conference will be determined by City after award of the construction contract.

City shall furnish to Contractor five hard copies of the Contract Documents and plans. Contractor may produce additional copies as needed at Contractor’s expense.

## **SECTION 5 GENERAL**

### **5.01 LABOR NONDISCRIMINATION:**

Attention is directed to the following Notice that is required by Chapter 5 of Division 4 of Title 2, California Code of Regulations.

NOTICE OF REQUIREMENT FOR NONDISCRIMINATION PROGRAM  
(GOV. CODE, SECTION 12990)

Your attention is called to the "Nondiscrimination Clause", set forth in Section 7 1.01A(4), "Labor Nondiscrimination," of the Caltrans Standard Specifications, which is applicable to all nonexempt state contracts and subcontracts, and to the "Standard California Nondiscrimination Construction Contract Specifications" set forth therein. The Specifications are applicable to all nonexempt state construction contracts and subcontracts of \$5,000 or more.

#### **5.02 PREVAILING WAGE:**

Attention is directed to Section 7-1.02K "Labor Code," of the Caltrans Standard Specifications.

Pursuant to Section 1773 of the Labor Code, the general prevailing wage rates in the county Stanislaus in which the work is to be done have been determined by the Director of the California Department of Industrial Relations. These wages are set forth in the General Prevailing Wage Rates for this project, available at 156 S. Broadway St, Turlock, CA 95380 and available from the California Department of Industrial Relations' Internet web site at <http://www.dir.ca.gov/DLSR/PWD>.

#### **5.03 REMOVAL OF ASBESTOS AND HAZARDOUS SUBSTANCES:**

When the presence of asbestos or hazardous substances are not shown on the plans or indicated in the specifications and the Contractor encounters materials which the Contractor reasonably believes to be asbestos or a hazardous substance as defined in Section 25914.1 of the Health and Safety Code, and the asbestos or hazardous substance has not been rendered harmless, the Contractor may continue work in unaffected areas reasonably believed to be safe. The Contractor shall immediately cease work in the affected area and report the condition to the Engineer in writing.

In conformance with Section 25914.1 of the Health and Safety Code, removal of asbestos or hazardous substances including exploratory work to identify and determine the extent of the asbestos or hazardous substance will be performed by separate contract.

If delay of work in the area delays the current controlling operation, the delay will be considered a right of way delay and the Contractor will be compensated for the delay in conformance with the provisions in Section 8 1.07, "Delays," of the Caltrans Standard Specifications.

#### **5.04 SUBCONTRACTING:**

No subcontract releases the Contractor from the contract or relieves the Contractor of their responsibility for a subcontractor's work.

If the Contractor violates Pub Cont Code § 4100 et seq., the City may exercise the remedies provided under Pub Cont Code § 4110. The City may refer the violation to the Contractors State License Board as provided under Pub Cont Code § 4111.

Each subcontract must comply with the contract.

Each subcontractor must have an active and valid State contractor's license with a classification appropriate for the work to be performed (Bus & Prof Code, § 7000 et seq.).

At the pre-construction meeting, prior to starting work, Contractor shall submit a complete listing of subcontractors and the value of the work each subcontractor will perform. This list shall contain all information identified on Exhibit 12-G of the Local Assistance Procedures Manual.

Before subcontracted work starts, submit a Subcontracting Request form.

Do not use a debarred contractor; a current list of debarred contractors is available at the Department of Industrial Relations' Web site.

Upon request by the Engineer, immediately remove and not again use a subcontractor who fails to prosecute the work satisfactorily.

#### **5.05 PROMPT PROGRESS PAYMENT TO SUBCONTRACTORS:**

A prime contractor or subcontractor shall pay any subcontractor not later than 10 days of receipt of each progress payment in accordance with the provision in Section 7108.5 of the California Business and Professions Code concerning prompt payment to subcontractors. The 10 days is applicable unless a longer period is agreed to in writing. Any delay or postponement of payment over 30 days may take place only for good cause and with the agency's prior written approval. Any violation of Section 7108.5 shall subject the violating contractor or subcontractor to the penalties, sanction and other remedies of that section. This requirement shall not be construed to limit or impair any contractual, administrative, or judicial remedies otherwise available to the contractor or subcontractor in the event of a dispute involving late payment or nonpayment by the prime contractor, deficient subcontract performance, or noncompliance by a subcontractor.

#### **5.06 PROMPT PAYMENT OF FUNDS WITHHELD TO SUBCONTRACTORS::**

The agency shall hold retainage from the prime contractor and shall make prompt and regular incremental acceptances of portions, as determined by the agency, of the contract work, and pay retainage to the prime contractor based on these acceptances. The prime contractor, or subcontractor, shall return all monies withheld in retention from a subcontractor within 30 days after receiving payment for work satisfactorily completed and accepted including incremental acceptances of portions of the contract work by the agency. Federal law (49CFR26.29) requires that any delay or postponement of payment over 30 days may take place only for good cause and with the agency's prior written approval. Any violation of this provision shall subject the violating prime contractor or subcontractor to the penalties, sanctions and other remedies specified in Section 7108.5 of the Business and Professions Code. These requirements shall not be construed to limit or impair any contractual, administrative, or judicial remedies otherwise available to the prime contractor or subcontractor in the event of a dispute involving late payment or nonpayment by the prime contractor, deficient subcontract performance, or noncompliance by a subcontractor.

#### **5.07 PAYMENTS:**

Attention is directed to Section 19, "Payments to Contractor," of the Contract.

At the end of each month the Contractor shall submit a proposed progress invoice. The invoice shall delineate each bid item, the amount of work performed for the invoice period (previous month) and the

total amount of work performed to date. A sample invoice with all of the required items will be given to the Contractor at the pre-construction meeting.

The Engineer will review the progress invoice and after any changes the Engineer makes, will issue an official invoice for the Contractor to sign. The Contractor shall sign the official invoice and return to the Engineer. After the Engineer receives the signed, official invoice, the progress payment will be processed.

Retention in the amount of 5% of the progress payment amount shall be held from all progress payments. Retention will be released 35 days after the Notice of Completion has been filed, insofar as no stop notices were filed.

#### **5.08 GUARANTY:**

Attention is directed to Section 9-4, "Guaranty," of the City of Turlock Standard Specifications.

#### **5.09 SOUND CONTROL REQUIREMENTS:**

Sound control shall be in accordance with Section 7 1.01I, "Sound Control Requirements," of the Caltrans Standard Specifications and these special provisions.

The noise level from Contractor's operations, between the hours of 9:00 p.m. and 6:00 a.m., shall not exceed 86 dba at a distance of 50 feet. This requirement in no way relieves Contractor from responsibility for complying with local ordinances regulating noise level.

Said noise level requirements shall apply to all equipment on the job or related to the job, including but not limited to trucks, transit mixers or transient equipment that may or may not be owned by Contractor. The use of loud sound signals shall be avoided in favor of light warnings except those required by safety law for the protection of personnel.

Full compensation for conforming to the requirements of this section shall be considered as included in the prices paid for the various contract items of work involved and no additional compensation will be allowed therefore.

#### **5.10 WORKING HOURS:**

Contractor's working hours shall be between 7:00 a.m. and 5:00 p.m., Monday through Friday, excluding legal holidays.

Contractor shall notify Engineer 48 hours prior to beginning work.

Contractor shall not work outside the above-mentioned working hours without prior written consent of Engineer.

Designated legal holidays are: January 1st, the third Monday in January, the third Monday in February, the last Monday in May, July 4th, the first Monday in September, November 11th, Thanksgiving Day, the day after Thanksgiving, and December 25th. When a designated legal holiday falls on a Sunday, the

following Monday shall be a designated legal holiday. When a designated legal holiday falls on a Saturday, the preceding Friday shall be a designated legal holiday.

#### **5.11 UNDERGROUND SERVICE ALERT REQUIREMENTS:**

Contractor shall contact Underground Service Alert of Northern California at least 48 hours in advance of any construction activity, will or could damage or affect any underground utility or subsurface improvement, and obtain an inquiry identification number. Contractor shall notify Underground Service Alert in the event of change in the project limits or change in original work previously shown on the plans or indicated in the specifications. Contractor shall not commence construction prior to City Inspector receiving City's notice from USA North regarding this construction activity.

#### **5.12 PROGRESS SCHEDULE:**

Contractor shall furnish City with a Critical Path Method progress schedule. The progress schedule shall show the construction activities extending for the duration of the working days. Any deviation from the outline must be approved by Engineer. Contractor shall not be allowed to start construction activities until the progress schedule is accepted by Engineer.

#### **5.13 PRESERVATION OF PROPERTY:**

The work performed in connection with various existing facilities shall be in accordance with Section 7-8, "Preservation of Property," of the Standard Specifications and these special provisions.

Due care shall be exercised to avoid injury or damage to existing improvements or facilities, utility facilities, adjacent property, and roadside trees, shrubs and other plants that are to remain in place.

Roadside trees, shrubs and other plants that are not to be removed and pole lines, fences, signs, markers and monuments, buildings and structures, conduits, pipelines under or above ground, sewer and water lines, sprinkler systems above or below ground, all roadway facilities, and any other improvements or facilities within or adjacent to the right-of-way shall be protected from injury or damage, and if ordered by Engineer, Contractor shall provide and install suitable safeguards, approved by Engineer, to protect such objects from injury or damage. If such objects are injured or damaged by reason of Contractor's operations they shall be replaced or restored at Contractor's expense. The facilities shall be replaced or restored to a condition as good or better as when Contractor entered upon the work, or as good as required by the specifications accompanying the contract, if any such objects are a part of the work being performed under the contract. Engineer may make or cause to be made such temporary repairs as necessary to restore to service any damaged facility. The cost of such repairs shall be borne by Contractor and may be deducted from any moneys due or to become due to Contractor under the contract.

The fact that any underground facility is not shown upon the plans shall not relieve Contractor of his responsibility under Section 2.02, "Existing Utilities and Facilities", of these provisions. It shall be Contractor's responsibility, pursuant thereto, to ascertain the location of such underground improvements or facilities that may be subject to damage by reason of his operations.

Full compensation for furnishing all labor materials, tools, equipment, and incidentals, and for doing all the work involved in protecting or repairing property as specified above, shall be considered as included

in the prices paid for the various contract items of work and no additional compensation will be allowed therefore.

#### **5.14 AS-BUILTS:**

When the job is complete, Contractor shall provide City with as-built drawings. These as-built drawings shall show any and all differences (revisions, additions, etc.) between the signed improvement plans and the installed improvements. The Contractor shall identify all utilities that are located in the field. The as-builts will consist of redlined signed improvement plans. The NOC will not be issued until acceptable as-builts have been received by the Engineer.

#### **5.15 SUBMITTALS:**

General submittals shall be made in accordance with Section 5.17, "Internet Based Construction Management System," of these special provisions. If a physical copy of a submittal is required, the following shall apply.

Before making submittals, Contractor shall ensure that products and materials will be available in the quantities and in the time required by the Contract and the approved outline of construction activity. Each submittal shall clearly identify, by highlighting, arrows or other defined and permanent mark, the products and materials proposed for use.

All Submittals shall be made to Engineer by Contractor, including those generated by subcontractors and suppliers. Contractor shall carefully review all subcontractor and supplier submittals before submitting to Engineer for review. Submittals received from sources other than Contractor's office shall be returned without action. If a submittal contains extraneous information, unmarked options or is incomplete, it will be returned to Contractor for correction and require re-submittal.

Submittals will be processed by Engineer within ten (10) working days after receipt from Contractor. Engineer will review submittals for general conformance with the Contract Documents and standards. Such review by Engineer shall not relieve Contractor or any subcontractor of any responsibility for full compliance with the Contract Documents. Unless specifically authorized to do so by Engineer, Contractor shall not procure, manufacture, or fabricate any part of the contract work until submittals related to said contract work have been favorably reviewed by Engineer.

Each submittal shall contain, at a minimum, the following information:

1. Title page including the following information:

Project Number and Name.

Name of Contractor.

Name of subcontractor (if applicable).

Description of item.

Item Number on Bid Schedule.

Date of Submittal.

Contractor's initials and date indicating approval of item for submittal to Engineer.

2. Index Sheet (For submittals containing information on multiple components)
3. The brochure, product data sheet or catalog cut, for each component in the submittal
4. For shop drawings, Contractor shall submit low background reproducible prints.
5. Submittals that involve engineering computations or original design work shall show the name, the California State registration number, seal, and signature of the Professional Engineer certifying that such computations or design work are correct and in conformance with applicable standards, codes and accepted engineering practices.
6. For product samples, Contractor shall submit two (2) representative samples, one of which may be retained for the duration of the project or indefinitely at the discretion of Engineer. Although a reasonable attempt will be made to maintain the samples in good condition, neither City nor its representative will be responsible for the condition of the samples if returned to Contractor.
7. For material samples, unless a specific quantity is called for in the contract documents, Contractor shall submit a representative sample of the material, which may be retained for the duration of the project or indefinitely at the discretion of Engineer.
8. Certificates of compliance shall be submitted by Contractor to Engineer for those materials and products for which no sample and test results are specified. Certificates of compliance shall include the following information:
  9. Statement that the product complies with the respective contract specifications.
  10. Producer's name and address, product trade name and catalog number (if applicable), place of product origin, quantity of product to be furnished, and related contract plans and specification section numbers.
  11. A certified copy of test results pertaining to the product from a certified independent testing laboratory. At the option of Engineer certified test results shall be signed and sealed by a Professional Engineer licensed to practice in the state of California.

Contractor shall submit Material Safety Data Sheets (MSDS) for all materials used or stored on the site that possess a MSDS, including materials used by Contractor for maintenance of equipment.

#### **5.16 NOTICE OF POTENTIAL CLAIM:**

Attention is directed to Section 11 of the Agreement.

#### **5.17 INTERNET BASED CONSTRUCTION MANAGEMENT SYSTEM:**

##### General



The Engineer and Contractor shall utilize Virtual Project Manager (<http://www.virtual-pm.com/>), herein after called VPM, for submission of all data and documents (unless specified otherwise in this Section) throughout the duration of the Contract. VPM is an electronic project management system accessible through the Internet used to create, share, and review construction management documentation. VPM is provided by the Engineer at no cost to the Contractor. VPM will be made available to all Contractors' personnel, subcontractor personnel, suppliers, consultants, Engineer, and any of Engineer's representatives or agents. The joint use of this system is to facilitate electronic exchange of information, automation of key processes, electronic notification of project activity, and overall management of contract documentation. VPM shall be the primary means of project information submission and management.

The Engineer will establish the Contractor's access to VPM by enabling access and assigning user profiles to Contractor personnel, including subcontractors and suppliers, as requested by Contractor. All authorized personnel shall have an individual user profile; no joint-use or shared user profiles will be allowed. Each user profile shall be assigned to a user group and have specific permission settings and privileges based on the user's need within VPM. Entry of information exchanged and transferred between the Contractor and its subcontractors and suppliers on VPM shall be the responsibility of the Contractor.

The Contractor shall use computer hardware and software that meets the requirements of the VPM system. As recommendations are modified by VPM, the Contractor will upgrade their system(s) to meet or exceed the recommendations. Upgrading of the Contractor's computer systems will not be justification for a cost or time modification to the Contract. The Contractor shall ensure its own connectivity to VPM through their internet service provider.

The Contractor shall be responsible for the validity of the information they place in VPM, for the training of their personnel to understand and utilize VPM, as well as the provision and accessibility of adequate resources to connect with VPM. Accepted users shall be knowledgeable in the use of computers, including Internet browsers, email programs, and the Portable Document Format (PDF) document type. The Contractor shall utilize the existing forms in VPM to the maximum extent possible. If a form does not exist in VPM the Contractor must include their own form or a form provided by the Engineer as an attachment to a submittal, RFI, or other document within VPM. Note that only the following file types are accepted as attachments to documents within VPM: PDF files, Microsoft Word (DOC) files, Microsoft Excel (XLS) files, picture files (JPG, TIFF, BMP, JPEG, etc.). PDF documents will be created through electronic conversion prior to uploading, such as through a "print to file" feature or "save as pdf" feature, rather than optically scanned whenever possible.

Contractor shall provide a list of key VPM personnel for the Engineer's acceptance. The list shall include the following information: first name, last name, address, title, office phone number, cell phone number, and email address. The Engineer is responsible for adding and removing users from the system and establishing read, write, and approval permission levels.

#### Company Documents

This area is reserved for general documentation not related to a specific project. Only the Engineer shall post content in this area. Examples of content found in this area are: the City of Turlock Standard

Specifications and Drawings, the 2010 Caltrans Standard Specifications, and the 2010 Caltrans Standard Plans. All files are in PDF format.

#### Project Summary

The project summary tab provides an overall summary of the project. It includes the current weather, the working days remaining and a summary of work for the past week. The summary of work is generated from the City's project inspector and the daily logs. This tab is for information only and the Contractor shall not take any action here.

#### Task Manager

The project schedule the Contractor submits is converted into a format that is uploaded by the Engineer into the task manager tab. The Contractor is responsible for providing schedule updates to the Engineer whenever the work progress in a manner different than the approved schedule.

#### Change Order Manager

The change order manager tab shall be used to track project change orders. Any potential change orders shall be tracked as a Request for Information (RFI) in the RFI tab. Once the Engineer agrees that a RFI will result in a contract change order, a new contract change order shall be created by the Engineer in the change order manager tab. The Engineer will finalize the contract change order through this tab. Once the change order is finalized, the Engineer will present the contract change order at a City Council meeting. After City Council approval the Engineer will make payment on the contract change order.

#### Transmittals

The transmittal tab shall be used to communicate general project information amongst all parties as well as used by the Contractor in the submission of certified payroll reports. The Engineer will upload the project-specific information including: bid documents, conformed plans, conformed specifications and the Notice to Proceed to the transmittal tab.

The Contractor shall submit certified payroll reports on a weekly basis through the transmittal tab. Each week shall have a separate transmittal where all the certified payroll reports and statements of non-performance for each contractor shall be posted.

#### Submittals

All submittals shall be submitted through the submittal tab. The preferred document type is PDF.

Before making submittals, the Contractor shall ensure that products and materials will be available in the quantities and in the time required by the Contract and the approved schedule of activities. Each submittal shall be legible and clearly identify, by highlighting, arrows or other defined and permanent mark, the products and materials proposed for use.

All submittals shall be generated from the prime contractor and any submittals that are uploaded by subcontractors or suppliers will not be reviewed. Contractor shall carefully review all subcontractor and suppliers submittals before submitting it to the Engineer for review. If a submittal contains extraneous information, unmarked options or is otherwise incomplete, it will be rejected and the

Contractor shall make corrections and upload the resubmittal. Any resubmittal shall be made to the same transmittal item in VPM.

Submittals shall be processed by the Engineer within ten working days after upload to VPM. The Engineer will review submittals for general conformance with the Contract Documents and standards. Such review by the Engineer shall not relieve the Contractor of any responsibility for full compliance with the Contract Documents. Unless specifically authorized to do so by the Engineer, the Contractor shall not procure, manufacture, or fabricate any part of the contract work until submittals related to said contract work have been approved by the Engineer.

Each submittal shall have a unique title that is comprised of the item followed by a comma and the section of the specifications that reference the item (e.g. Minor Concrete, Section 8.01). The submittal type shall either be project materials or project information. The submittal description shall be used to identify any pertinent information or list a description of the item being submitted.

Certificates of compliance shall be submitted through the submittal tab. The submittal type shall be "certificate of compliance".

The Contractor shall submit progress invoices on the last working day of the month through the transmittal tab (select "progress invoice" for the type). The Engineer will review the submitted content and if found acceptable the Engineer will upload an official invoice for the Contractor to sign. The Contractor shall sign in blue ink and upload the signed invoice to the same transmittal where the Engineer will then process for payment.

#### RFIs

The RFI tab shall be used to request information from the Contractor to the Engineer. The Contractor shall create a RFI upon recognition of any event or question of fact arising from the contract work. The RFI type for this submittal shall be "Request for Information." The Engineer will also utilize the RFI tab in a similar manner when there is a question for the Contractor; this RFI type shall be "Response Required."

The Engineer will respond to a RFI submitted by the Contractor within five days. The Contractor shall proceed with the work unless otherwise ordered.

#### Daily Logs

The daily log tab is used by the City to document the activities of the work, any correspondence or direction given in the field, safety concerns and general comments about the project. The Contractor may view the contents of this tab for reference purposes. The information entered into the daily log tab is used to populate the project summary tab.

#### WSWD

The weekly statement of working days will be posted to the WSWD tab. VPM automatically generates the WSWD from the information entered into the daily log tab. The WSWD shows the working days and non-working days charged for the reporting week, any time adjustments, a work completion date with the remaining working days left in the contract and the controlling activities for the week.

The Contractor will be allowed 15 days from the last working day of the weekly statement to protest in writing the correctness of the statement. The Contractor shall submit a transmittal stating what is being protested and the reasons for protest. The Engineer will respond to the protest. The Contractor may protest the Engineer's response by submitting a claim in accordance with Section 5.16 "Notice of Potential Claim" of the special provisions.

#### **5.18 BUSINESS LICENSE:**

Contractor shall obtain a City of Turlock business license prior to issuance of the Notice to Proceed. The cost of the business license is fifty cents per thousand dollars in revenue. Business Licenses are obtained through the Finance Division at Turlock City Hall, 156 S. Broadway, Suite 114. Additional information can be found on the City's website at <http://ci.turlock.ca.us/doingbusinessinturlock/businesslicenses/newbusinesslicense.asp>.

Full compensation for obtaining a business license as specified above shall be considered as included in the prices paid for the various contract items of work and no additional compensation will be allowed therefore.

### **SECTION 6 (BLANK)**

### **SECTION 7 (BLANK)**

### **SECTION 8 MATERIALS (BLANK)**

### **SECTION 9 DESCRIPTION OF WORK**

The work consists, in general of: Installation of access control and closed circuit television equipment for the Roger K. Fall Transit Center and other associated work.

The work includes all necessary labor, materials, tools, equipment and any incidentals needed to perform the improvements as shown on the contract plans.

#### **ADDITIVE BID ALTERNATE NO. 1**

The additive bid alternate no. 1 considered with the proposal provides for an extended service and maintenance warranty for years 2, 3, 4, and 5, following substantial completion of the project, and as described in the technical specifications.

### **SECTION 10 ELECTRONIC SECURITY EQUIPMENT**

#### **PART 1 - GENERAL**

## 1.1 SUMMARY

### A. Work Included in This Section:

1. Systems Wiring: All low-voltage wiring including termination and marking. Plenum rated cables shall be installed on J-hooks at 4 foot intervals inside the building. Water resistant cable rated for underground conduit installation shall be provided for site cameras. CAT 6 network cables for cameras shall be terminated on patch panels.

2. Low-voltage power supply boxes (12/24VDC & 24VAC), UPS, power distribution hardware, batteries, chargers, transformers, timers, relays and accessories.

### 3. Systems and Devices:

a. Intrusion Detection System: Including motion detectors, arming stations / keypads, panels and accessories for a complete intrusion detection system

b. Access Control System: Including card readers, door position switches, request to exit motion detectors (and REX switch connections where it is built into the door hardware), access cards / badges, panels and accessories for a complete access control system.

c. CCTV System (color): Including IP+POE color cameras, monitors, network video recorders with redundant storage, P.O.E. switches, distribution amplifiers, converters and accessories for a complete CCTV system.

4. NEMA enclosures for housing all security electronics, specialty back boxes, trims, adapter plates, pedestals, enclosed racks, equipment mounts and accessories for mounting security equipment.

5. Coordination of interfaces with equipment provided under separate contract such as electrified door hardware, automatic door operators, LAN / WAN connectivity, 120VAC power. Plans and specifications for the Roger K. Fall Transit Center are available upon request to the Owner.

6. Programming all systems including all system parameters: Operational, hardware, and software. Refer to section 3.3 "Programming" in this specification.

7. Warranty, Service and Training: As indicated in section 1.4 of these specifications.

B. Related Work Provided By Others: The following work shall be provided by others prior to this contract's execution.

1. Primary system power (120 VAC power including load centers, receptacles, boxes, conduit, wiring) shall be provided by the electrical subcontractor for City Project No. 12-60C, "Turlock Regional Transit Center Phase 2," per specifications provided under that contract.

2. Raceways: Including conduit (where shown), wire-ways, junction /pull/back boxes, pull ropes, fire rated penetration pipe sleeves assemblies, fire treated backboards and accessories. Raceways shall be provided by the electrical subcontractor for City Project No. 12-60C, "Turlock Regional Transit Center Phase 2," per specifications provided under that contract.

3. Door Hardware: Mechanical and electrified door hardware required for card reader doors such as electrified mortise locks, exit devices with electrified trims or latch retraction, power boosters, electric transfer hinges, closers and accessories, automatic door operators, push plates and accessories shall be provided by the contractor for City Project No. 12-60C, "Turlock Regional Transit Center Phase 2," per specifications provided under that contract.

4. LAN / WAN connectivity (City network including Police Department Honeywell system server and client computers), IP addresses and associated hardware shall be provided by Owner's Information Technology and Telecommunications Department.

## 1.2 SUB MITTALS

A. Submittals shall be made following the award of the contract and include the following:

a. A specific equipment list, which identifies the manufacturer, part number, model number, quantity of each item, and cost of each item and the cost of installation for each item.

b. A manufacturer's specification sheet for each proposed item or system.

c. A letter indicating whether the contractor complies fully, partially (how) or does not comply with the specific requirements of the Construction Documents.

d. A proposed installation plan / timetable indicating milestones for each task.

e. Resumes of project team members including project manager, project engineer and technicians.

f. Drawings: Shop drawings shall include point-to-point diagrams of all systems and typical device wiring diagrams per the project schedule. Shop drawings shall be prepared using AutoCAD Version 2010 and the Contractor shall submit shop

drawings in electronic format (PDF) for approval. The Contractor shall not start construction prior to the approval of submittals.

g. Record As-built Drawings: Upon completion of installation, the Contractor shall prepare as-built drawings of the security systems including updated point-to-point wiring diagrams, floor plans indicating device locations, cable routing and termination points, cable types and quantities, cable tag number as tagged in the field, and any revisions to the original design document, prior to the System acceptance walk-through. As-built drawings shall also be prepared using AutoCAD Version 2010 and shall be submitted to the Owner on CD-ROM prior to the acceptance walk-through. The drawings shall use a different layer and different color (preferably red) for any field variances and modifications to the design drawings.

h. Operations and Maintenance Manuals: Three (3) sets of operating manuals shall be provided to the Owner explaining the operation and maintenance of the systems. The development of manuals shall be coordinated with the Owner. These manuals shall be submitted on CD-ROMs prior to final system acceptance.

### 1.3 QUALITY ASSURANCE

A. Codes and Standards: All equipment, systems and materials furnished and installed under this section shall be installed in accordance with the latest version of the applicable standards of:

1. National Fire Protection Association (NFPA)
2. Titles 19 and 24 of the California Code of Regulations
3. Underwriters' Laboratories, Inc. (UL)
4. California Building Code
5. California Electrical Code
6. Americans with Disabilities Act (ADA) requirements

### 1.4 WARRANTY, SERVICE AND TRAINING

A. Warranty: All components, parts, and assemblies supplied by the Manufacturer and installed by the Contractor shall be warranted against defects in material and workmanship for a period of at least 12 months (parts and labor) commencing upon date of acceptance by the Owner. Warranty service shall be provided by a qualified factory-trained service representative.

B. Service and maintenance: The Contractor shall provide the services required and equipment to maintain all security systems in a fully operational state for the entire duration of the warranty period. These services shall include adjustments and repair of computer equipment, software

updates, signal transmission equipment, control equipment, interface and support equipment, visual inspections, operational tests, cleaning, performing diagnostic tests, and calibration of sensors. These services shall be performed twice during the warranty period; once after six (6) months of system acceptance and once a month prior to expiration of the warranty coverage. Service during the warranty period shall follow the same guidelines listed for extended service and maintenance detailed below.

C. Extended Service and Maintenance Warranty: The Contractor shall provide a quotation for extended service and maintenance warranty, per year, for years 2, 3, 4 & 5 as an additive bid alternate item on the Bidder's Form, based on requirements detailed below:

1. The term of the warranty shall begin on the system acceptance date (by Owner) and shall continue for five (5) years. The extended service and maintenance warranty will begin following this first year. If the additive bid alternate is accepted by the Owner, the term of the extended service and maintenance warranty shall begin at the completion of year one and end at the completion of year five after system acceptance. The service and maintenance agreement shall hold Contractor responsible for providing the following basic services to the Owner, including all necessary parts, labor, and service equipment.

a. The Contractor shall repair or replace any security equipment item that fails to perform as initially installed, as specified, or as determined per the manufacturer's performance criteria.

b. The Contractor shall perform semi-annual preventive maintenance on the security equipment. This preventive maintenance shall include, but is not limited to, cleaning, re-alignment, inspection, and testing of security devices. The Owner shall receive a written report of these inspections that identifies the security device's status and, if required, a list of all necessary repairs or replacements.

c. The Contractor shall be responsible for providing software maintenance on the security system. The Contractor shall install and configure any software updates that the manufacturer provides at no cost. Any additional software options, updates, or enhancements purchased by the Owner shall be installed by the Contractor. The Contractor shall not be responsible for the purchase of additional software packages or the maintenance of Owner data.

2. The Contractor shall be compensated for any repairs or maintenance provided as a result of Owner abuse, misuse, intentional damage, accidental damage, or power fluctuations exceeding specified equipment tolerances.

3. System defects or failures shall be corrected within six (6) hours on the same business day if the Owner makes a service request before 11:00 a.m. or before 12:00 noon the next business day if the Owner makes the request after 11:00 a.m. If requested by the Owner, the Contractor shall respond or remain at the site after normal business hours, and the Owner shall reimburse the Contractor for the incremental cost difference between premium labor rates and standard labor rates. This reimbursement applies to premium labor rates that do not exceed



time-and-a-half rates after normal business hours and double-time rates for Sundays and holidays. The Contractor's services shall be performed in a good and workmanlike manner and remain free from defects for a period of five (5) years. The Contractor shall submit, with their bids, annual extended maintenance pricing for the four years after the initial one year warranty period.

## 1.5 SYSTEM DESCRIPTION

The Contractor shall provide, install, and program the following security systems per Manufacturer's guidelines and codes described in these specifications.

A. Intrusion Detection System: Intrusion sensors such as motion detectors (and door position switches in the shell space) shall be provided to detect intrusion into the protected areas. Intrusion sensors shall be connected to the building Digital Alarm Communicator Transmitter (DACT) panel. All sensors shall be 4 state supervised by the panel. Each of the two logical areas shall be configured with its own arming station(s) and shall be armed / disarmed by manually punching a passcode at the arming stations. The DACT panel shall be connected to the City network to communicate with and report to the existing Honeywell server / clients located at the Police Department. The panel shall also be provided with back-up (telephone or cellular) reporting channel. The DACT panel shall be provided with a tamper switch and battery back-up. Refer to the system diagram and equipment list on the drawings.

B. Access Control System: Card readers, door position switches, request to exit motion detectors (and in some cases REX switches built into the door hardware) shall be connected to an access control panel that shall be located inside the I.T. room. This panel shall be provided with network connectivity to communicate and report to the existing Honeywell server / clients located at the Police Department. The Contractor shall program this sub-system into the existing Honeywell system. The access control panel shall be provided with tamper switches and battery back-up. Refer to the system diagram and equipment list on the drawings.

C. CCTV System: The Contractor shall provide color, IP+POE CCTV cameras. These cameras shall be connected to a POE switch downstream of the Network Video Recorder (NVR). This switch shall aggregate the video from the cameras and route them to the NVR for continuous recording. The NVR's second NIC card shall be connected upstream to the City network to provide connectivity with the Existing Honeywell servers/clients (ProWatch and MaxPro VMS). Additionally, the analog outputs of the cameras shall be used to display camera views to the monitors within the building. Refer to the system diagram and equipment list on the drawings.

## PART 2 - PRODUCTS

### 2.1 MATERIALS

A. Security equipment types: Refer to equipment lists on the drawings for brand names and model numbers of equipment required for this project. Contractor shall obtain written approval for substituting specified equipment with approved equals. Floor plans shall dictate the quantity of field

devices. Discrepancies, if any, between floor plans and equipment lists shall be documented and submitted prior to the opening of bids.

B. Cable Tags or Markers: Self-adhering, preprinted vinyl-type markers as manufactured by Thomas & Betts EZ Code Series or approved equivalent. The cable markers shall be color coded and connected in a uniform manner. Transposing or changing of color codes shall not be permitted. The cable markers shall be provided at the following: (i) a point within six (6) inches upon entry at any security panel, termination or splicing box and (ii) all wire leads within two (2) inches from any terminal block. The contractor shall submit samples of markers and numbering system for review and approval prior to implementation.

C. Equipment Labeling: The Contractor shall provide and install equipment labels which shall identify the panel and its function. These labels shall be installed on all security panels included in this Contract. The labels shall be made of black phenolic and shall be engraved (in white) with the information specific to each unit.

1. The labels for the security panels shall be mounted in the upper right hand corner of the panel cover or door. They shall be 1" x 3" with the longer dimension being horizontal. The nomenclature for the panel identification shall be as follows; DACT for intrusion panels, ACP for access control panels, PS for power supplies and VDF for CCTV/NVR racks. This designation shall be appended with the floor number and a sequential panel number. For example DACT-2.1 refers to an intrusion panel located on the second floor and it is the first panel.

2. The Contractor shall submit to the Owner, for approval, a sample label indicating the lettering format and the fonts.

3. 3M adhesive tape shall be used to mount the labels.

4. Smaller labels shall be provided and attached to the bottom of every card reader indicating the reader number. Card reader labels shall be, for example ACP-3.2-1 which refers to the fact that this reader is connected to the first reader port of an access control panel located on the third floor, panel #2.

5. Inside each panel, the contractor shall attach a plastic sleeve, inside which shall be a loading schedule (spreadsheet) identifying which readers or points or cameras are connected to which port inside the panel.

D. Miscellaneous:

1. Tamperproof screws and bolts shall be used to install all security equipment. Tamper proof screws/bolts shall be as manufactured by McGard or Allegheny or approved equal.

2. All security panels, racks and exterior enclosures shall be provided with tamper switches similar to Interlogix / Sentrol 3000 series.

## **PART 3 - EXECUTION**

### **3.1 INSTALLATION**

A. Install all equipment and materials in accordance with the current recommendations of the Manufacturer. The installation shall be accomplished by technicians skilled in this type of work. The drawings shall indicate the extent and the general location and arrangement of equipment, conduit, and wiring so it will be properly located and readily accessible for maintenance and operation. Work shall be performed in accordance with applicable requirements of CEC.

B. The work shall be installed in accordance with the following:

1. Accepted submittals
2. Contract drawings
3. Applicable requirements of the referenced standards

C. The Contractor shall have its technicians attend installation and programming classes provided by the system or component manufacturer. These training classes shall provide the contractor with "hands-on" expertise in the proper installation and maintenance of the system.

### **3.2 TESTING**

A. The Acceptance Test Plan shall be prepared by the Contractor, to be accepted by the Owner or the Owner's security representative prior to commencement of acceptance testing. The Contractor shall have performed thorough operational testing of the security system prior to beginning the acceptance testing. The Contractor shall submit a hard copy system printout of all the tested points. An accompanying letter shall certify 100% operation, listing each point of the system which has either passed or failed, and state that testing has been completed.

B. Final acceptance testing shall be performed in the presence of the Owner or the Owner's security representative. The Contractor shall provide all personnel and equipment necessary to accomplish the test program.

C. Upon successful completion of testing, the Contractor and the Owner shall sign the acceptance test form signifying system acceptance. Minor discrepancies may be cleared under warranty by the Contractor if acceptable by the Owner.

### 3.3 PROGRAMMING

The Contractor shall utilize the services of Microbiz Security Company, for programming and configuration of system programming to incorporate the Owner's operational parameters. A copy of the quote the City received for this work is attached as an appendix to these Special Provisions. Contact info appears below.

Microbiz Security Company  
444 Jessie Street  
San Francisco, CA 94103  
Ph: 415-777-1151  
Contact Person: David Chritton, dave@mbiz.com

The Contractor shall perform the following programming tasks under this contract:

- A. Programming the Intrusion Detection system:
  - 1. Programming the logical areas (separate areas for office and shell areas).
  - 2. Programming the reporting channels (reports to Honeywell system at police department).
  - 3. Programming device zone parameters such as zone types (devices that are active 24 hours a day such as tampers and devices that are armed / disarmed via arming station keypad)
- B. Programming the Access Control system:
  - 1. Programming the hardware circuits such as panel and device addresses and communication settings.
  - 2. Programming the software including interactive alarm maps using AutoCAD backgrounds, I/O event triggers and downloading of relevant database tables into the access control panel. Personnel card record entry for new badges shall be performed by the Owner (HR) and shall be excluded from the scope of this work.
- C. Programming the CCTV system:
  - 1. Programming system hardware parameters including camera, monitor and multiplexer / recording / control equipment addresses and communication parameters.
  - 2. Programming Software parameters including camera / monitor titles indicating location of camera (location descriptor/time/date), programming the NVR, and association of alarm inputs and the required action to be taken in the event of an alarm.

**END OF SPECIAL PROVISIONS**

# **APPENDIX**

## **QUOTE FOR PROGRAMMING / CONFIGURATION**

**MICROBIZ SECURITY COMPANY**

Carlo Grossman Senior I.T. Analyst, MCSE, CCNA  
City of Turlock ☐ 209.656.2780 ☐ 156 S Broadway #116, Turlock CA 95380  
☐ cgrossman@turlock.ca.us ☐ www.cityofturlock.org

Microbiz Quote # 10833 Submitted by Dave Chritton May 30th 2018

| DESCRIPTION  | TOTAL | LIST COST EA. | EXTENDED COST     |
|--|-------|---------------|-------------------|
| <b>INSTALLATION LABOR</b>                                    |       |               |                   |
|  | 0     | \$0.00        | \$0.00            |
|  |       |               | \$0.00            |
|  |       |               | \$0.00            |
| <b>Sub-Total Installation Labor</b>                          |       |               | <b>\$0.00</b>     |
| <b>PROJECT MANAGEMENT / ADMINISTRATIVE HOURS</b>             |       |               |                   |
| Systems programming and integraton with Admin Head end       | 8     | \$140.00      | \$1,120.00        |
| Configuration of Head end equipment. No field devices        | 8     | \$140.00      | \$1,120.00        |
| Travel 2 trips x 8 hour days                                 | 8     | \$80.00       | \$640.00          |
| confirmation of software and compatability of legacy systems | 4     | \$120.00      | \$480.00          |
| telephone support estimated                                  | 2     | \$120.00      | \$240.00          |
|  | 0     | \$0.00        | \$0.00            |
| Equipment per plans 12-60D plans- set up Web portal          | 0     | \$0.00        | \$0.00            |
| <b>Sub-Total Management / Administration</b>                 |       |               | <b>\$3,600.00</b> |
| <b>LABOR / SUPPORT TOTAL</b>                                 |       |               | <b>\$3,600.00</b> |

|                                |        |        |               |
|--------------------------------|--------|--------|---------------|
| <b>TAX AND FREIGHT CHARGES</b> |        |        |               |
| Tax                            | 0.0725 | \$0.00 | \$0.00        |
| Permits not included           | 0      |        | \$0.00        |
| Freight                        | 0      | \$0.00 | \$0.00        |
| <b>TOTAL TAX AND FREIGHT</b>   |        |        | <b>\$0.00</b> |

| <b>Microbiz Security Company<br/>SUBMITTED BY:David Chritton</b> |  | <b>BREAK DOWN OF COSTS</b> |                         |
|--|--|----------------------------|-------------------------|
|  |  | <b>SECTION</b>             | <b>COST</b>             |
| May 30th 2018  |  | ACCESS CONTROL SYSTEM      | \$0.00                  |
| price does not include upgrading legacy servers or software.     |  | IDS SYSTEM                 | \$0.00                  |
|  |  | CCTV SYSTEM                | \$0.00                  |
|  |  | WIRE, CABLE AND CONDUIT    | \$0.00                  |
|  |  | SPARE PARTS                | \$0.00                  |
|  |  | MISCELLANEOUS ITEMS        | \$0.00                  |
|  |  | INSTALLATION LABOR         | \$0.00                  |
|  |  | MGT / ADMIN LABOR          | \$3,600.00              |
|  |  | TAX,PERMITS, FREIGHT       | \$0.00                  |
|  |  | TOTAL EQUIPMENT COST       | \$0.00                  |
|  |  | TOTAL LABOR COST           | 5/30/2018<br>\$3,600.00 |

CONFIDENTIAL

Carlo Grossman Senior I.T. Analyst, MCSE, CCNA  
City of Turlock ☐ 209.656.2780 ☐ 156 S Broadway #116, Turlock CA 95380  
☐ cgrossman@turlock.ca.us ☐ www.cityofturlock.org

| Microbiz Quote # 10833 Submitted by Dave Chritton May 30th 2018 |                  |               |               |
|---|------------------|---------------|---------------|
| DESCRIPTION   | TOTAL            | LIST COST EA. | EXTENDED COST |
|   |                  |               |               |
|   |                  |               |               |
|   |                  |               |               |
|   | TOTAL BID AMOUNT |               | \$3,600.00    |