

CITY OF PHOENIX, ARIZONA
OFFICE OF THE CITY ENGINEER



PROJECT SPECIFICATIONS AND CONTRACT DOCUMENTS

107th AVENUE: INDIAN SCHOOL ROAD TO CAMELBACK ROAD
PAVING IMPROVEMENTS

PROJECT NO. ST87100161-1 and ST87100161-3
FEDERAL AID NO. PHX-0(301)D
ADOT TRACS NO. 0000 MA PHX SZ175 01C

MAYOR
GREG STANTON

CITY COUNCIL



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ED ZUERCHER
KINI L. E. KNUDSON, PE

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ADOT TRACS NO.: SZ175 01C

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CALL FOR BIDS

**CITY OF PHOENIX
107TH AVENUE: INDIAN SCHOOL ROAD TO CAMELBACK ROAD
PAVING IMPROVEMENTS
DESIGN-BID-BUILD**

**PROJECT NOs. ST87100161-1 and ST87100161-3
FEDERAL AID NO. PHX-0(301)D
ADOT TRACS NO. 0000 MA PHX SZ175 01C**

**BIDS WILL BE DUE: TUESDAY, MARCH, 13, 2017 AT 2:00 P.M., LOCAL TIME
PHOENIX CITY HALL
200 W. WASHINGTON STREET, 6th FLOOR
PHOENIX, AZ. 85003-1611**

The City of Phoenix is seeking a qualified construction contractor to perform the project listed below.

SCOPE OF WORK

The 107th Avenue roadway project consists of constructing new roadway paving improvements to widen 107th Avenue from Indian School Road to Camelback Road. The work includes Subgrade Preparation; Asphaltic Concrete Pavement; Concrete Curb & Gutter; Concrete Sidewalk; Concrete Driveways; Storm Drain Mainline Pipe; Storm Drain Connector Pipe and Catch Basins; Storm Drain Manholes; Installation of New LED Street Lights and Poles; Trenching for Underground Street Light Circuits; New Landscaping & Irrigation System; Roller Compacted Decomposed Granite; Decomposed Granite Landscape Ground Cover and various Miscellaneous Items.

The Engineer's Estimate is \$4,048,969 to \$4,948,741.

This is a federal-aid project. The prevailing basic hourly wage rates and fringe benefit payments, as determined by the Secretary of Labor pursuant to the provisions of the Davis-Bacon Act, shall be the minimum wages paid to the described classes of laborers and mechanics employed or working on the site to perform the contract.

This project will utilize federal funds and is subject to the requirements of 49 Code of Federal Regulations Part 26 and the U.S. Department of Transportation DBE Program.

PRE-BID MEETING

A pre-bid meeting will be held on Friday, February 23, 2018, at 11:00a.m., local time, at DCM Gecko Conference Room, located at 1034 East Madison Street, Phoenix, AZ. At this meeting, staff will discuss the scope of work, general contract issues and respond to questions from the attendees. As City staff will not be available to respond to individual inquiries regarding the project scope outside of this pre-bid meeting, it is strongly recommended that interested firms send a representative to the pre-bid meeting.

REQUEST FOR BID PACKET

The bid packet will be available for download on the City of Phoenix Design and Construction Procurement's "Current Opportunities" webpage as of Thursday, February 15, 2018. The web address is:

<https://www.phoenix.gov/streets/procurement/current-opportunities>

Firms receiving a copy of the bid packet through any other means must download the bid packet from the City webpage and register as a plan holder for the project. The plan holder list is available for viewing within the project folder.

GENERAL INFORMATION

The City reserves the right to award the contract to the lowest responsible responsive bidder or all bids will be rejected, as soon as practicable after the date of opening bids.

The City of Phoenix will provide reasonable accommodations for alternate formats of the bid packet by calling Debra Russell at (602) 256-3444 or calling TTY System (602) 256-4286. Requests will only be honored if made within the first week of the advertising period. Please allow a minimum of seven calendar days for production.

Questions pertaining to process or contract issues should be directed to Contract Specialist, Debra Russell at (602) 256-3444 or email (preferred) Debra.Russell@phoenix.gov.

Ed Zuercher, City Manager

Kini L. E. Knudson, PE, City Engineer

Published: Arizona Business Gazette
Date: February 15, 2018
Date: February 22, 2018
(District 5)

INFORMATION FOR BIDDERS

1. **102 BIDDING REQUIREMENTS AND CONDITIONS**, Add the following to **MAG and COP Supplement to MAG Section 102 BIDDING REQUIREMENTS AND CONDITIONS**:

INFORMATION FOR BIDDERS

A. **QUESTIONS ON PLANS AND SPECIFICATIONS**

Neither the Engineer nor the City of Phoenix shall be held responsible for any oral instructions. Any changes to the plans and specifications will be in the form of an addendum. All Addenda will be posted online within the project folder at the following website:

<https://www.phoenix.gov/streets/procurement/current-opportunities>

A Planholder List is available within the project folder on the Street Transportation Department website under "Current Opportunities". The web address is:

<https://www.phoenix.gov/streets/procurement/current-opportunities>

For additional information prior to submitting your bid, contact:

Plans, Technical/Special Provisions, Proposal or Specifications:

NAME: Debra Russell, Contract Procurement Section

ADDRESS: 200 W. Washington Street, 6th Floor, Phoenix, AZ 85003-1611

PHONE: (602) 256-3444 E-MAIL: Debra.Russell@phoenix.gov

DBE Utilization contact:

Equal Opportunity Department: (602) 262-6790

All questions regarding the plans and specifications must be received (in writing) at a minimum 7 calendar days prior to bid opening. Questions received after that time may not be given any consideration.

B. **REQUEST FOR SUBSTITUTIONS**

Paragraph A, B, and C of MAG Section 106.4 are deleted and the following paragraphs substituted:

1. The Engineer will consider written request(s), by a prime bidder only, for substitution(s) which is/are considered equivalent to the item(s) specified in the Contract documents. The written request will be considered only if it is received at least twelve (12) calendar days prior to the established bid date. Notification of acceptable substitutions will be made by addendum issued no fewer than 7 calendar days prior to the established bid date. (A.R.S. 34-104)
2. The prime bidder, at his own expense, shall furnish the necessary data of substitution and validate that the physical, chemical, and operational qualities of each substitute item is such that this item will fulfill the originally specified required function.
3. The substitution, if approved, will be authorized by a written addendum to the Contract documents and will be made available to all bidders. The bid date and the scheduled completion time will not be affected by any circumstances developing from this substitution.
4. The request will be submitted to the Street Transportation Department Contract Procurement Section, Attention Debra Russell, Contracts Specialist, Sixth Floor, Phoenix City Hall, 200 W. Washington Street, Phoenix, Arizona 85003-1611 or via email to Debra.Russell@phoenix.gov.

C. **BID BOND**

Bidders must submit a properly completed proposal guarantee, certified check, cashier's check or on the surety bond provided, for an amount not less than ten (10) percent of the total amount bid included in the proposal as a guarantee that the contractor will enter into a contract to perform the proposal in accordance with the plans and specifications. Surety bonds submitted for this project shall be provided by a company which has been rated "A- or better for the prior four quarters" by the A.M. Best Company. ***A bid will be deemed non-responsive if not accompanied by this guarantee.***

The surety bond shall be executed solely by a surety company or companies holding a certificate of authority to transact surety business in the State of Arizona, issued by the Director of the Department of Insurance pursuant to Title 20, Chapter 2, Article 1. The surety bond shall not be executed by an individual surety or sureties even if the requirements of Section 7-101 are satisfied. The City Clerk will return the certified check, cashiers check, or surety bond to the contractors whose proposals are not accepted, and to the successful contractor upon the execution of a satisfactory bond and contract.

When providing a Surety Bond, ***failure to provide an "A- or better for the prior four quarters" bond will result in bid rejection.***

D. **LIST OF MAJOR SUBCONTRACTORS AND SUPPLIERS & LIST OF ALL SUBCONTRACTORS AND SUPPLIERS**

A bid shall be deemed non-responsive if not accompanied by a properly completed and signed "List of Major Subcontractors and Suppliers" form.

To assist in eliminating the practice of bid shopping on City construction projects, the bidder shall list all Major Subcontractors and Suppliers (including DBE) to whom the bidder intends to contract with that are equal to or greater than 5% of the base bid. The list of major subcontractors and suppliers shall be provided on the "List of Major Subcontractors" form. ***Failure to properly complete and sign this form will result in bid rejection.*** This form is due with the bid.

If substantial evidence exists that bid shopping occurred on this project, the Bidder will be ineligible to bid on City construction projects for a period of one year.

The list of All Subcontractors and Suppliers shall be provided on the "List of All Subcontractors and Suppliers" form. ***Failure to properly complete and sign this form will result in bid rejection. This form is due 5 days after bid opening by 4:00 p.m.*** A bid shall be deemed non-responsive if a properly completed and signed "List of All Subcontractors and Suppliers" form is not submitted.

E. **BID SUBMITTAL**

The properly completed bid documents along with the ten (10) percent bid guarantee shall be submitted in a sealed envelope. The outside of the envelope shall be marked as follows:

Bid of (Firm's Name, Address and Phone Number) _____

For: **107th Avenue: Indian School Road to Camelback Road Paving Improvements**

City of Phoenix Project Number: **ST87100161-1 and ST87100161-3**

Federal Aid Project Number: **PHX-0(301)D**

ADOT TRACS Number: **0000 MA PHX SZ175 01C**

Sealed bids shall be submitted to the bid box located by the Street Transportation Department

Reception Desk located on the Sixth Floor of the Phoenix City Hall Building, 200 W. Washington Street, Phoenix, Arizona, 85003 prior to the time and date specified for bid opening.

F. **BID WITHDRAWALS**

MAG Section 102-10, Withdrawal or Revision of Proposal, is hereby deleted and the following paragraph is submitted:

"No bidder may withdraw or revise a proposal after it has been deposited with the City except as provided in Phoenix City Code Chapter 2, Section 190.2. Proposals, read or unread, will not be returned to the bidders until after determination of award has been made.

G. **ADDENDA**

Acknowledge all addenda; a bid will be deemed non-responsive if all issued addenda for this project are not acknowledged in writing on Page P. -1.

The City of Phoenix shall not be responsible for any oral responses or instructions made by any employees or officers of the City of Phoenix regarding bidding instructions, plans, drawings, specifications or contract documents. A verbal reply to an inquiry does not constitute a modification of the Invitation for Bid (IFB). Any changes to the plans, drawings and specifications will be in the form of an addendum.

It shall be the responsibility of the prospective bidder to determine, prior to the submittal of its bid, if any addenda to the project have been issued by the Street Transportation Department Contract Procurement Section. All addenda issued shall be acknowledged by the bidder on Page P-1. All addenda (if any) will be available online within each project's folder at the following website:

<https://www.phoenix.gov/streets/procurement/current-opportunities>

The contractors and/or consultants are responsible for ensuring they have all addenda and/or notifications for all projects they are submitting on. Prospective bidders are strongly encouraged to check the Street Transportation Department Contract Procurement website in order to ascertain if any addenda have been issued for the project.

H. **BID SUBMITTAL CHECKLIST**

BID SUBMITTAL CHECKLIST

This checklist is provided to remind bidders of several of the required elements of the bid packages. It is not intended to be a comprehensive list of all of the contract documents. Bidders are encouraged to review all of the Bid Instructions to determine compliance therein.

All firms must be registered in the City's Vendor Management System prior to submitting a proposal. For new firms – the City will send an email to your firm with a vendor number within two days of submitting the request. The vendor number needs to be included on the cover of the bid proposal package/envelope. Information on how to register with the City is available at:

<https://www.phoenix.gov/finance/vendorsreg>

- Acknowledge all addenda? (Page P-1)

- Completed all of the Bid Proposal forms? (Pages P-1 to P-10 and P.S.-1)
- Included your Bid Bond (rated A- or better for the prior four quarters) or Guarantee Cashier's Check? (Page S.B.-1)
- Completed ADOT DBE Assurance Form 3102C
- Completed List of Major Subcontractors and Suppliers form? (Page L.O.S.-1)
- Buy American Certificate? (Page B.A.C. – 1)
- No Collusion Affidavit? (Page N.C.A. – 1)

PLEASE DO NOT SUBMIT THE ENTIRE SPECIFICATION BOOK WHEN SUBMITTING YOUR BID. INCLUDE ONLY THE REQUIRED BIDDING DOCUMENTS.

POST-BID SUBMITTAL CHECKLIST

All bidders wishing to remain in contention for award of the contract must submit completed contracts documents listed below. The documents must be submitted to the Street Transportation Department Contract Procurement Section, 6th Floor, or can be sent by email to Debra.Russell@phoenix.gov.

- **All Bidders** - ADOT Online Bidder's List confirmation email from ADOT
- **All Bidders** – ADOT DBE Intended Participation Affidavit: Individual Form 3105C (5 calendar days after bid opening date by 4:00 p.m.)
- **All Bidders** – ADOT DBE Intended Participation Affidavit Summary for Prime Form 3106C (5 calendar days after bid opening date by 4:00 p.m.)
- Completed List of All Subcontractors and Suppliers form (L.O.S.-2) (5 days after bid opening by 4:00 p.m.)
- Bidders Disclosure Statement (Pages B.D.S.-1 to 4) (5 days after bid opening by 4:00 p.m.)
- Submit Affidavit of Identity (if you are a sole proprietor) (Page A.O.I.-1) (5 days after bid opening by 4:00 p.m.)

I. WAGE DETERMINATION

In the event that the wage determination decision of the Secretary of Labor is required for a project (attached hereto on pages G.W.D. – 1 to 7 and made a part hereof) and has been superseded by any subsequent wage determination decision(s) published up to and including ten (10) days prior to bid opening, the most recent applicable wage decision shall be incorporated by reference, and the successful bidder agrees to be bound by it, regardless of what is contained in the specifications. State or local wage rates will not apply if the state or local wage rate exceeds the corresponding Federal Wage Determination rate.

J. WORKFORCE REPORTING REQUIREMENTS

The contractor shall submit payrolls electronically through the internet to the City of Phoenix web-based certified payroll tracking system. The City of Phoenix uses the "LCP Tracker" web-site to track the certified payroll information. Additional information regarding the use of this system is available at <https://lcptracker.net>. This requirement shall also apply to every lower-

tier subcontractor that is required to provide weekly certified payroll reports.

K. **PAYMENT WITHHOLDING**

Federal Assisted Projects:

To ensure compliance with the Davis-Bacon and related acts, the prime Contractor is responsible for the timely submittal of all required documentation from all Contractors/companies who employ laborers and mechanics to perform work on this project.

Payrolls, including subcontractor's payrolls, must be submitted weekly no later than seven (7) days after each pay period ending date. Payments may be withheld in part or in full until payrolls are received and reviewed to assure compliance with the Federal Labor Standards.

Failure to clarify, when requested, discrepancies between hourly wages paid individual workers and the minimum hourly wages required by the Federal Wage Decisions contained in the Contract documents may also affect the complete or timely release of payments.

K. **LABOR COMPLIANCE PRECONSTRUCTION CONFERENCE**

On all federally assisted projects, a Labor Compliance Conference must be held after project award and prior to the established Notice to Proceed. This meeting is separate from and in addition to the pre-construction conference.

The successful bidder shall schedule the conference by calling the Labor Compliance Office, (602) 261-8287. Minimum attendance shall be a corporate officer, who is authorized to execute and sign documents for the firm and the payroll representative of the prime, sub and lower-tier Contractors.

M. **DBE PARTICIPATION**

See EPRISE LPA Sub-Recipient with Goal and ADOT Contractor Compliance Agreement Assurances sections.

N. **BUSINESS AND OPERATION LICENSES, PERMITS AND CERTIFICATIONS REQUIRED**

Prior to bidding on this project, the bidder must possess the correct license to perform the work described in the plans and specifications. Prior to award of the contract, the successful bidder must provide to the Contract Procurement Section its Contractor's License Classification and number, its City of Phoenix Privilege License number and Federal Tax Identification number.

Bidder shall submit the Bidder's Disclosure Statement as set forth in Pages B.D.S. - 1 to B.D.S. - 4 within 5 days of bid opening by 5:00 p.m.

Unless provided otherwise in this solicitation, Bidder will be deemed non-responsive and the bid rejected if Bidder fails to possess the proper Contractor's and Business Licenses at the time of bid or fails to submit a substantially completed Bidder's Disclosure Statement as specified above.

O. **TAX LIABILITIES; DISCLOSURE OF CONVICTIONS AND BREACH(ES) OF CONTRACT**

On or before the award of the contract for this project, the successful bidder shall: (i) file all applicable tax returns and shall make payment for all applicable State of Arizona and Maricopa County Transaction Taxes (ARS Sec. 41-1305) and City of Phoenix Privilege License Taxes (Phoenix City Code Sec.14-415); (ii) disclose any civil fines, penalties or any criminal convictions, other than for traffic related offenses, for violation of federal, state, county or city laws, rules or regulations including, but not limited to, environmental, OSHA, or labor

compliance laws (collectively "Laws") by Bidder, Bidder's directors, managing members, responsible corporate officers or party who will be responsible for overseeing and administering this project (collectively "Bidder"); and (iii) disclose any material breach(s) of an agreement with the City of Phoenix, any termination for cause or any litigation involving the City of Phoenix occurring within the past three calendar years. Unless provided otherwise in this solicitation, the successful bidder shall be deemed non-responsible and the bid rejected for any of the following: (i) Bidder's civil or criminal conviction, other than for traffic related offenses, for a violation of Laws within the past three calendar years; (ii) liability or culpability resulting in payment of fines or penalties in the cumulative total amount of \$100,000 or greater for a violation of "Laws" within the past three calendar years; (iii) material breach of a City of Phoenix agreement, termination for cause or litigation with the City of Phoenix within the past three calendar years; and (iv) Bidder's failure to disclose the information as required by this provision. Further, after award of contract, in addition to any other remedy, Bidder's failure to remit proper taxes to the City of Phoenix may result in the City withholding payment pursuant to Phoenix City Charter Chapter XVIII, Section 14 until all delinquent taxes, interest, and penalties have been paid.

State and Local Transaction Privilege Taxes:

In accordance with applicable state and local law, transaction privilege taxes may be applicable to this transaction. The state and local transaction privilege (sales) tax burden is on the person who is conducting business in Arizona and the City of Phoenix. The legal liability to remit the tax is on the person conducting business in Arizona. Any failure by the Contractor to collect applicable taxes from the City shall not relieve the Contractor from its obligation to remit taxes.

It is the responsibility of the prospective bidder to determine any applicable taxes. The City will look at the price or offer submitted and will not deduct, add or alter pricing based on speculation or application of any taxes, nor will the City provide advice or guidance.

If you have questions regarding your tax liability, please seek advice from a tax professional prior to submitting your bid. You may also find information at <https://www.phoenix.gov/finance/plt> or <https://www.azdor.gov/Business.aspx>. Once your bid is submitted, the Offer is valid for the time specified in this Solicitation, regardless of mistake or omission of tax liability.

If the City finds over payment of a project due to tax consideration that was not due, the Contractor will be liable to the City for that amount, and by contracting with the City agrees to remit any overpayments back to the City for miscalculations on taxes included in a bid price.

Tax Indemnification:

Contractor will, and require the same of all subconsultants, pay all federal, state and local taxes applicable to its operation and any persons employed by the Contractor. Contractor will, and require the same of all subconsultants, hold the City harmless from any responsibility for taxes, damages and interest, if applicable, contributions required under federal, and/or state and local laws and regulations and any other costs including transaction privilege taxes, unemployment compensation insurance, Social Security and Worker's Compensation.

Tax Responsibility Qualification:

Contractor may be required to establish, to the satisfaction of City, that any and all fees and taxes due to the City or the State of Arizona for any License or Transaction Privilege taxes, Use Taxes or similar excise taxes, are currently paid (except for matters under legal protest).

Contractor agrees to a waiver of the confidentiality provisions contained in the City Finance Code and any similar confidentiality provisions contained in Arizona statutes relative to State Transaction Privilege Taxes or Use Taxes.

Contractor agrees to provide written authorization to the City Finance Department and to the Arizona State Department of Revenue to release tax information relative to Arizona Transaction

Privilege Taxes or Arizona Use Taxes in order to assist the Department in evaluating Contractor's qualifications for and compliance with contract for duration of the term of contract.

P. STANDARD SPECIFICATIONS AND DETAILS

Except as otherwise required in these specifications, bid preparation and construction of this project shall be in accordance with all applicable Maricopa Association of Governments' (MAG) Uniform Standard Specifications and Uniform Standard Details, latest edition, and the City of Phoenix Supplements to the MAG Uniform Standard Specifications and Details, latest edition.

Q. PRECEDENCE OF CONTRACT DOCUMENTS

In case of a discrepancy or conflict, the precedence of contract documents is as follows:

1. Change Orders or Supplemental Agreements
2. Addenda
3. Contract Specifications/Special Provisions/Technical Provisions
4. The Plans
5. COP Supplement to MAG Standard Specifications and Details, latest edition
6. MAG Standard Specifications and Details, latest edition

The precedence of any Addenda falls within the category of which it represents.

R. CONFIDENTIALITY OF PLANS & SPECIFICATIONS

Any plans generated for this project must include the following statement in the Title Block on every page: "Per City of Phoenix City Code Chapter 2, Section 2-28, these plans are for official use only and may not be shared with others except as required to fulfill the obligations of Contractor's contract with the City of Phoenix."

S. AUDIT AND RECORDS

Records of the Contractor's direct personnel payroll, bond expenses, and reimbursable expenses pertaining to this Project, and records of accounts between the City and Contractor shall be kept on the basis of generally accepted accounting principles and must be made available to the City and its auditors for up to three years following Final Acceptance of the Project.

The City, its authorized representative, and/or any federal agency, reserves the right to audit the Contractor's records to verify the accuracy and appropriateness of all cost and pricing data, including data used to negotiate the Contract and any change orders.

The City reserves the right to decrease Contract price and/or payments made on this Contract and/or request reimbursement from the Contractor following final contract payment on this Contract if, upon audit of the Contractor's records, the audit discloses the Contractor has provided false, misleading, or inaccurate cost and pricing data.

The Contractor shall include a similar provision in all of its Agreements with subcontractors and suppliers providing services or supplying materials under the Contract Documents to ensure that the City, its authorized representative, and/or the appropriate federal agency has access to the Subcontractor's and Supplier's records to verify the accuracy of all cost and pricing data.

The City reserves the right to decrease the Contract price and/or payments made on this Contract and/or request reimbursement from the Contractor following final contract payment on this Contract if the above provision is not included in the Subcontractor's and Supplier's contracts, and one or more Subcontractors or Suppliers refuse to allow the City to audit their

records to verify the accuracy and appropriateness of cost and pricing data.

If, following an audit of this Contract, the audit discloses the Contractor has provided false, misleading or inaccurate cost and pricing data, and the cost discrepancies exceed 1% of the total Contract billings, the Contractor shall be liable for reimbursement of the reasonable, actual cost of the audit.

T. IMMIGRATION REFORM AND CONTROL ACT

Compliance with Federal Laws Required. Contractor understands and acknowledges the applicability of the Immigration Reform and Control Act of 1986 and the Drug Free Workplace Act to it. Contractor agrees to comply with these Federal Laws in performing under this Agreement and to permit City inspection of its personnel records to verify such compliance.

U. LEGAL WORKER REQUIREMENTS

The City of Phoenix is prohibited by A.R.S. § 41-4401 from awarding a contract to any contractor who fails, or whose subcontractors fail, to comply with A.R.S. § 23-214(A). Therefore, Contractor agrees that:

1. Contractor and each subcontractor it uses warrants their compliance with all federal immigration laws and regulations that relate to their employees and their compliance with § 23-214, subsection A.
2. A breach of a warranty under paragraph 1 shall be deemed a material breach of the contract that is subject to penalties up to and including termination of the contract.
3. The City of Phoenix retains the legal right to inspect the papers of any Contractor or subcontractor employee who works on the contract to ensure that the Contractor or subcontractor is complying with the warranty under paragraph 1.

V. CONTRACTOR AND SUBCONTRACTOR WORKER BACKGROUND SCREENING

Background Screening Requirements and Criteria

The City has established levels of risk and associated Background Screening. For Contractor services in the right-of-way, the risk level and Background Screening required is Minimum Risk. **The risk level and background screening required for this project is Minimum.**

Terms of This Section Applicable to all of Contractor's Contracts and Subcontracts Contractor shall include the terms of this Section for Contract Worker Background Screening in all contracts and subcontracts for services furnished under this Agreement including, but not limited to, supervision and oversight services.

Contract Worker Background Screening

Contractor agrees that all contract workers and subcontractors (collectively "Contract Worker(s)") that Contractor furnishes to the City pursuant to this Agreement shall be subject to background and security checks and screening (collectively "Background Screening") at Contractor's sole cost and expense as set forth in this Section. The Background Screening provided by Contractor shall comply with all applicable laws, rules and regulations. Contractor further agrees that the Background Screening required in this Section is necessary to preserve and protect public health, safety and welfare. The Background Screening requirements set forth in this Section are the minimum requirements for this Agreement. The City in no way warrants that these minimum requirements are sufficient to protect Contractor from any liabilities that may arise out of

Contractor's services under this Agreement or Contractor's failure to comply with this Section. Therefore, in addition to the specific measures set forth below, Contractor and its Contract Workers shall take such other reasonable, prudent and necessary measures to further preserve and protect public health, safety and welfare when providing services under this Agreement. The City may, in its sole discretion, accept or reject any or all of the Contract Workers proposed by Contractor to perform work under this Agreement, as well those Contract Workers actually providing services during the term of this Agreement.

Minimum Risk Background Screening requirements include the following:

A Minimum Risk Background Screening shall be performed when the Contract Worker: (i) will not have direct access to City facilities or information systems; or (ii) will not work with vulnerable adults or children; or (iii) when access to City facilities is escorted by City workers. The Background Screening for minimum risk shall consist of the screening required by Arizona Revised Statutes §§ 41-4401 and following to verify legal Arizona worker status.

Standard Risk Background Screening requirements include the following:

A Standard Risk Background Screening shall be performed when the Contract Worker's work assignment will: (i) require a badge or key for access to City facilities; or (ii) allow any access to sensitive, confidential records, personal identifying information or restricted City information; or (iii) allow unescorted access to City facilities during normal and non-business hours. The Background Screening for this standard risk level shall include the Background Screening required for the Minimum Risk level and a background check for real identity/legal name, and shall include felony and misdemeanor records from any county in the United States, the state of Arizona, plus any other jurisdiction where the Contract Worker has lived at any time in the preceding seven (7) years from the Contract Worker's proposed date of hire.

Maximum Risk Background Screening requirements include the following:

A Maximum Risk Background Screening shall be performed when the Contract Worker's work assignment will: (i) have any contact with vulnerable people such as children, youth, elderly, or individuals with disabilities; or (ii) have any responsibility for the receipt or payment of City funds or control of inventories, assets, or records that are at risk of misappropriation; or (iii) have unescorted access to City data centers, money rooms, or high-value equipment rooms; or (iv) have access to private residences; or (v) have access to Homeland Defense Bureau identified critical infrastructure sites/facilities. The Background Screening for this maximum risk level shall include the Background Screening required for the Standard Risk level, plus a sexual offender search, a credit check, and driving record search for the preceding seven (7) years from the Contract Worker's proposed date of hire. Contract Workers who work directly with children or vulnerable adults are also subject to fingerprint verification through the Arizona Department of Public Safety as mandated by Phoenix City Code, § 2-45.6.

Contractor Certification; City Approval of Maximum Risk Background Screening

By executing this Agreement, Contractor certifies and warrants that Contractor has read the Background Screening requirements and criteria in this Section, understands them and that all Background Screening information furnished to the City is accurate and current. Also, by executing this Agreement, Contractor further certifies and warrants that Contractor has satisfied all such Background Screening requirements for the Minimum Risk and Standard Risk Background Screenings as required. In addition, for Maximum Risk Background Screening, Contractor shall furnish to **Hugh Alter, Project Manager**, hugh.alter@phoenix.gov for the City's review and approval such Background Screenings

for any Contract Worker considered for performing services under this Agreement where human safety or facility security is classified as a Maximum Risk level. The subject Contract Worker shall not apply for the appropriate City of Phoenix identification and access badge or keys until Contractor has received the City's written acceptance of the subject Contract Worker's Maximum Risk Background Screening. A Contract Worker rejected for work at a Maximum Risk level under this Agreement shall not be proposed to perform work under other City contracts or engagements without City's prior written approval.

Materiality of Background Screening Requirements; Indemnity

The Background Screening requirements of this Section are material to City's entry into this Agreement and any breach of this Section by Contractor shall be deemed a material breach of this Agreement. In addition to the indemnity provisions set forth in Supplementary Conditions Section 7.G of this Agreement, Contractor shall defend, indemnify and hold harmless the City for any and all Claims (as defined in Supplementary Conditions Section 7.G arising out of this Background Screening Section including, but not limited to, the disqualification of a Contract Worker by Contractor or the City for failure to satisfy this Section.

Continuing Duty; Audit

Contractor's obligations and requirements that Contract Workers satisfy this Background Screening Section shall continue throughout the entire term of this Agreement. Contractor shall notify the City immediately of any change to a Maximum Risk Background Screening of a Contract Worker previously approved by the City. Contractor shall maintain all records and documents related to all Background Screenings and the City reserves the right to audit Contractor's compliance with this Section pursuant to Information for Bidders Section 1.M.

W. **LAWFUL PRESENCE REQUIREMENT**

Pursuant to A.R.S. §§ 1-501 and 1-502, the City of Phoenix is prohibited from awarding a contract to any natural person who cannot establish that such person is lawfully present in the United States. To establish lawful presence, a person must produce qualifying identification and sign a City-provided affidavit affirming that the identification provided is genuine. This requirement will be imposed at the time of contract award. This requirement does not apply to business organizations such as corporations, partnerships or limited liability companies.

X. **LEADERSHIP IN ENERGY AND ENVIRONMENTAL DESIGN (LEED)**

If practical, the contractor shall provide an easily accessible area to serve the construction site that is dedicated to the separation, collection and storage of materials for recycling including (at a minimum) paper, glass, plastics, metals, and designate an area specifically for construction and demolition waste recycling. The contractor must provide documentation that the materials have been taken to a Maricopa County approved recycling facility.

Y. **CITY OF PHOENIX EQUAL EMPLOYMENT OPPORTUNITY REQUIREMENT**

1. In order to do business with the City, Contractor must comply with Phoenix City Code, 1969, Chapter 18, Article V, as amended, Equal Employment Opportunity Requirements. Contractor will direct any questions in regard to these requirements to the Equal Opportunity Department, (602) 262-6790.
2. Any Contractor in performing under this contract shall not discriminate against any worker, employee or applicant, or any member of the public, because of race, color, religion, sex, national origin, age, or disability nor otherwise commit an unfair employment practice. The Contractor shall ensure that applicants are employed, and employees are dealt with during

employment without regard to their race, color, religion, sex, national origin, age, or disability and will adhere to a policy to pay equal compensation to men and women who perform jobs that require substantially equal skill, effort, and responsibility, and that are performed within the same establishment under similar working conditions. Such action shall include but not be limited to the following: Employment, promotion, demotion or transfer, recruitment or recruitment advertising, layoff or termination; rates of pay or other forms of compensation; and selection for training; including apprenticeship. The Contractor further agrees that this clause will be incorporated in all subcontracts with all labor organizations furnishing skilled, unskilled and union labor, or who may perform any such labor or services in connection with this contract.

If the Contractor employs more than thirty-five employees, the following language shall apply as the last paragraph to the clause above:

The Contractor further agrees not to discriminate against any worker, employee or applicant, or any member of the public, because of sexual orientation or gender identity or expression and shall ensure that applicants are employed, and employees are dealt with during employment without regard to their sexual orientation or gender identity or expression.

3. *Documentation.* Contractor may be required to provide additional documentation to the Equal Opportunity Department affirming that a nondiscriminatory policy is being utilized.
4. *Monitoring.* The Equal Opportunity Department shall monitor the employment policies and practices of suppliers and lessees subject to this article as deemed necessary. The Equal Opportunity Department is authorized to conduct on-site compliance reviews of selected firms, which may include an audit of personnel and payroll records, if necessary.

Z. PROTEST PROCEDURES

Any bidder who has any objections to the awarding of a contract to any bidder by the City of Phoenix, pursuant to competitive bidding procedures, shall comply with Phoenix City Code Chapter 2, Section 188.”

AA. DATA CONFIDENTIALITY

As used in the Contract, “data” means all information, whether written or verbal, including plans, photographs, studies, investigations, audits, analyses, samples, reports, calculations, internal memos, meeting minutes, data field notes, work product, proposals, correspondence and any other similar documents or information prepared by, obtained by, or transmitted to the Contractor or its subcontractors in the performance of this Contract.

The parties agree that all data, regardless of form, including originals, images, and reproductions, prepared by, obtained by, or transmitted to the Contractor or its subcontractors in connection with the Contractor’s or its subcontractor’s performance of this Contract is confidential and proprietary information belonging to the City.

Except as specifically provided in this Contract, the Contractor or its subcontractors shall not divulge data to any third party without prior written consent of the City. The Contractor or its subcontractors shall not use the data for any purposes except to perform the services required under this Contract. These prohibitions shall not apply to the following data provided the Contractor or its subcontractors have first given the required notice to the City:

1. Data which was known to the Contractor or its subcontractors prior to its performance under this Contract unless such data was acquired in connection with work performed for the City;

2. Data which was acquired by the Contractor or its subcontractors in its performance under this Contract and which was disclosed to the Contractor or its subcontractors by a third party, who to the best of the Contractor's or its subcontractor's knowledge and belief, had the legal right to make such disclosure and the Contractor or its subcontractors are not otherwise required to hold such data in confidence; or
3. Data which is required to be disclosed by virtue of law, regulation, or court order, to which the Contractor or its subcontractors are subject.

In the event the Contractor or its subcontractors are required or requested to disclose data to a third party, or any other information to which the Contractor or its subcontractors became privy as a result of any other contract with the City, the Contractor shall first notify the City as set forth in this section of the request or demand for the data. The Contractor or its subcontractors shall give the City sufficient facts so that the City can be given an opportunity to first give its consent or take such action that the City may deem appropriate to protect such data or other information from disclosure.

The Contractor, unless prohibited by law, within ten calendar days after completion of services for a third party on real or personal property owned or leased by the City, the Contractor or its subcontractors shall promptly deliver, as set forth in this section, a copy of all data to the City. All data shall continue to be subject to the confidentiality agreements of this Contract.

The Contractor or its subcontractors assume all liability for maintaining the confidentiality of the data in its possession and agrees to compensate the City if any of the provisions of this section are violated by the Contractor, its employees, agents or subcontractors. Solely for the purposes of seeking injunctive relief, it is agreed that a breach of this section shall be deemed to cause irreparable harm that justifies injunctive relief in court. Contractor agrees that the requirements of this Section shall be incorporated into all subcontracts entered into by Contractor. A violation of this Section may result in immediate termination of this Contract without notice.

Personal Identifying Information-Data Security

Personal identifying information, financial account information, or restricted City information, whether electronic format or hard copy, must be secured and protected at all times. At a minimum, Contractor must encrypt and/or password protects electronic files. This includes data saved to laptop computers, computerized devices or removable storage devices.

When personal identifying information, financial account information, or restricted City information, regardless of its format, is no longer necessary, the information must be redacted or destroyed through appropriate and secure methods that ensure the information cannot be viewed, accessed, or reconstructed.

In the event that data collected or obtained by Contractor or its subcontractors in connection with this Contract is believed to have been compromised, Contractor or its subcontractors shall immediately notify the Project Manager and City Engineer. Contractor agrees to reimburse the City for any costs incurred by the City to investigate potential breaches of this data and, where applicable, the cost of notifying individuals who may be impacted by the breach.

Contractor agrees that the requirements of this Section shall be incorporated into all subcontracts entered into by Contractor. It is further agreed that a violation of this Section shall be deemed to cause irreparable harm that justifies injunctive relief in court. A violation of this Section may result in immediate termination of this Contract without notice.

The obligations of Contractor or its subcontractors under this Section shall survive the termination of this Contract.

BB. PROJECT MANAGEMENT INFORMATION SYSTEM (PROMIS)

The Street Transportation Department's Design and Construction Management (DCM) Project Manager may determine that use of PROMIS will be required during this contract. The following information provides a guideline for utilization. Any questions related to the requirements of PROMIS should be directed to the DCM Project Manager.

1. The contractor will be required to maintain all project records in electronic format. The City provides an Application Service Provider (ASP) web based project management database which the contractor will be required to utilize in the fulfillment of the contract requirements. Although this electronic platform does not fulfill this requirement in its entirety, the contractor will be required to utilize this platform as the basis for this work.
2. The contractor can expect to use this ASP to process all primary level tri-partite contract documents related to the design or construction phase of the Project including but not limited to: requests for interpretation/information, potential Change Orders, construction meeting minutes, Submittals, Design Professional's supplemental instructions, and Payment Requests.
3. The contractor will be required to process information into electronic digital form. In order to fulfill this requirement, the contractor shall provide all necessary equipment to perform the functions necessary to generate, convert, store, maintain, connect to web based ASP and transfer electronic data.
4. The contractor shall provide a computerized networked office platform with broadband internet connectivity. Wired or wireless is acceptable. This platform shall function well in a web based environment utilizing an internet browser compatible with the City PROMIS ASP system.

PROMIS training will be provided through the City of Phoenix. Contact information will be provided to the firms under contract, to establish the set up with a log-in and password.

CC. NO ISRAEL BOYCOTT

By entering into this contract, the Engineer/Contractor certifies that they are not currently engaged in, and agrees for the duration of the Contract to not engage in, a boycott of Israel, as defined in the state statute.

SUPPLEMENTARY CONDITIONS

1. **103 AWARD AND EXECUTION OF CONTRACT,** Add the following to **Subsection 103.3 AWARD OF CONTRACT:**

Contract award will be made to a responsive and responsible bidder based on the low total base bid or on the low combination of the total base bid and any selected alternate(s), whichever is in the best interest of the City. If unit pricing is required in the proposal, the extensions and additions will be verified to assure correctness. Award will be based on the revised total if any errors are found. Additionally, the Contractor shall meet the minimum DBE subcontracting goal set for this contract or have been granted a full or partial waiver of the goal. The City expressly reserves the right to cancel this agreement without recourse or prejudice to Contractor until all parties have executed the agreement in full.

Any bidder that currently contracts with the City must be in good standing for its proposal to be considered responsive. For the purpose of this Invitation to Bid, good standing means compliance with all contractual provisions, including payment of financial obligations.

2. **103 AWARD AND EXECUTION OF CONTRACT,** Add the following to **Subsection 103.5, REQUIREMENT OF CONTRACT BONDS:**

1. PERFORMANCE BOND AND LABOR AND MATERIAL BOND

Prior to the execution of a contract, the successful bidder must provide a performance bond and a labor and material bond, each in an amount equal to the full amount of the contract. Each such bond shall be executed by a surety company or companies holding a certificate of authority to transact surety business in the State of Arizona issued by the Director of the Department of Insurance. A copy of the Certificate of Authority shall accompany the bonds. The Certificate shall have been issued or updated within two years prior to the execution of the Contract. The bonds shall be made payable and acceptable to the City of Phoenix. The bonds shall be written or countersigned by an authorized representative of the surety who is either a resident of the State of Arizona or whose principal office is maintained in this state, as required by law, and the bonds shall have attached thereto a certified copy of Power of Attorney of the signing official. If one Power of Attorney is submitted, it shall be for twice the total contract amount. If two Powers of Attorney are submitted, each shall be for the total contract amount. Personal or individual bonds are not acceptable. Failure to comply with these provisions will be cause for rejection of the bidder's proposal.

2. BONDING COMPANIES

All bonds submitted for this project shall be provided by a company which has been rated "A- or better for the prior four quarters" by the A. M. Best Company. **Failure to provide an "A- or better for the prior four quarters" bond will result in bid rejection.**

3. **103 AWARD AND EXECUTION OF CONTRACT,** Delete **Subsection 103.6, CONTRACTOR'S INSURANCE** in its entirety and substitute the following:

103.6.1 General:

Contractor and subcontractors must procure insurance against claims that may arise from or relate to performance of the work hereunder by Contractor and its agents, representatives, employees and subconsultants. Contractor and subcontractors must maintain that insurance until all of their obligations have been discharged, including any warranty periods under this Contract.

These insurance requirements are minimum requirements for this Contract and in no way limit the indemnity covenants contained in this Contract.

The City in no way warrants that the minimum limits stated in this section are sufficient to protect the Contractor from liabilities that might arise out of the performance of the work under this Contract by the Contractor, its agents, representatives, employees, or subcontractors. Contractor is free to purchase such additional insurance as may be determined necessary.

1. MINIMUM SCOPE AND LIMITS OF INSURANCE

Contractor must provide coverage with limits of liability not less than those stated below. An excess liability policy or umbrella liability policy may be used to meet the minimum liability requirements provided that the coverage is written on a "following form" basis.

1. **Commercial General Liability – Occurrence Form**

Policy must include bodily injury, property damage, broad form contractual liability and XCU coverage.

General Aggregate/ for this Project	\$2,000,000/1,000,000
Products – Completed Operations Aggregate	\$1,000,000
Personal and Advertising Injury	\$1,000,000
Each Occurrence	\$1,000,000

a. The policy must be endorsed to include the following additional insured language: **"The City of Phoenix is named as an additional insured with respect to liability arising out of the activities performed by, or on behalf of the Contractor, including completed operations"**.

2. **Automobile Liability**

Bodily injury and property damage for any owned, hired, and non-owned vehicles used in the performance of this Contract.

Combined Single Limit (CSL)	\$1,000,000
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a. The policy must be endorsed to include the following additional insured language: **"The City of Phoenix is be named as an additional insured with respect to liability arising out of the activities performed by, or on behalf of the Contractor, including automobiles owned, leased, hired or borrowed by the Contractor."**

3. **Worker's Compensation and Employers' Liability**

Workers' Compensation	Statutory
Employers' Liability	
Each Accident	\$100,000
Disease – Each Employee	\$100,000
Disease – Policy Limit	\$500,000

a. Policy must contain a waiver of subrogation against the City of Phoenix.

b. This requirement does not apply when a Contractor or subcontractor is exempt under A.R.S. §23-902(E), **AND** when such Contractor or subcontractor executes the appropriate sole proprietor waiver form.

4. **No Builders' Risk Insurance required.**

2. **ADDITIONAL INSURANCE REQUIREMENTS**

The policies must include, or be endorsed to include, the following provisions:

1. On insurance policies where the City of Phoenix is named as an additional insured, the City of Phoenix is an additional insured to the full limits of liability purchased by the Contractor even if those limits of liability are in excess of those required by this Contract.
2. The Contractor's insurance coverage must be primary insurance and non-contributory with respect to all other available sources.
3. With regard to general liability, the City of Phoenix is named as an additional insured for both products completed operations and premises operations.

3. **NOTICE OF CANCELTION**

For each insurance policy required by the insurance provisions of this Contract, the Contractor must provide to the City, within 2 business days of receipt, a notice if a policy is suspended, voided or cancelled for any reason. Such notice must be sent directly to the City of Phoenix Contract Specialist listed on Page I.F.B.-1 of these specifications and must be sent by certified mail, return receipt requested.

4. **ACCEPTABILITY OF INSURERS**

Insurance is to be placed with insurers duly licensed or approved unlicensed companies in the state of Arizona and with an "A.M. Best" rating of B+VI. The City in no way warrants that the above-required minimum insurer rating is sufficient to protect the Contractor from potential insurer insolvency.

5. **VERIFICATION OF COVERAGE**

Contractor must furnish the City with certificates of insurance (ACORD form or equivalent approved by the City) as required by this Contract. The certificates for each insurance policy are to be signed by a person authorized by that insurer to bind coverage on its behalf.

All certificates and any required endorsements are to be received and approved by the City before work commences. Each insurance policy required by this Contract must be in effect at or prior to commencement of work under this Contract and remain in effect for the duration of the project. Failure to maintain the insurance policies as required by this Contract or to provide evidence of renewal is a material breach of contract.

All certificates required by this Contract must be sent directly to the City of Phoenix Contract Specialist listed on Page I.F.B. - 1 of these specifications. The City project/contract number and project description shall be noted on the certificate of insurance. The City reserves the right to require complete, certified copies of all insurance policies required by this Contract, at any time. **DO NOT SEND CERTIFICATES**

OF INSURANCE TO THE CITY'S RISK MANAGEMENT DIVISION.

6. SUBCONTRACTORS

Contractors' certificate(s) must include all subcontractors as additional insured under its policies **or** subcontractors must maintain separate insurance as determined by the Contractor, however, subcontractors limits of liability must not be less than \$1,000,000 per occurrence / \$2,000,000 aggregate.

7. APPROVAL

Any modification or variation from the insurance requirements in this Contract will be made by the Law Department, whose decision is final. Such action will not require a formal Contract amendment, but may be made by administrative action.

103.6.2 Indemnification of City Against Liability

Contractor ("Indemnitor") must indemnify, defend, save and hold harmless the City and its officers, officials, agents and employees ("Indemnitee") from any and all claims, actions, liabilities, damages, losses or expenses (including court costs, attorneys' fees and costs of claim processing, investigation and litigation) ("Claims") caused or alleged to be caused, in whole or in part, by the wrongful, negligent or willful acts, or errors or omissions of Contractor or any of its owners, officers, directors, agents, employees, or subconsultants in connection with this Contract. This indemnity includes any Claim or amount arising out of or recovered under workers' compensation law or on account of the failure of Contractor to conform to any federal, state or local law, statute, ordinance, rule, regulation, or court decree. Contractor must indemnify Indemnitee from and against any and all Claims, except those arising solely from Indemnitee's own negligent or willful acts or omissions. Contractor is responsible for primary loss investigation, defense and judgment costs where this indemnification applies. In consideration of the City's award of this Contract, Contractor agrees to waive all rights of subrogation against Indemnitee for losses arising from or related to this Contract. The obligations of Contractor under this provision survive the termination or expiration of this Contract.

4. 104 SCOPE OF WORK, Add the following to Section 104.1 WORK TO BE DONE:

These mitigation measures are not subject to change without prior written approval from the Federal Highway Administration.

I. The project mitigation measures are not subject to change without written approval from ADOT Environmental Planning."

II. Project Mitigation Measures

City of Phoenix Responsibilities

- The City of Phoenix project manager will contact Arizona Department of Transportation Environmental Planning (602.712.7760 or 602.712.7767) 30 (thirty) calendar days prior to bid advertisement to verify that the environmental clearance is still valid.
- The City of Phoenix project manager will contact the Arizona Department of Transportation Environmental Planning hazardous materials coordinator (602.920.3882 or 602.712.7767) 30 (thirty) calendar days prior to bid advertisement to determine the need for additional site assessment.

- If previously unidentified cultural resources are encountered during activity related to the construction of the project, the contractor shall stop work immediately at that location, notify the Engineer, and take all reasonable steps to secure the preservation of those resources. The Engineer will contact the City of Phoenix environmental quality specialist (602.534.6030) and the City of Phoenix archaeologist (602.534.1573) immediately and make arrangements for the proper treatment of those resources.
- If burrowing owls or active burrows are identified during construction, the contractor will stop work at that location and notify the City of Phoenix environmental quality specialist (602.534.6030) immediately. The City of Phoenix environmental quality specialist will arrange for a qualified biologist to evaluate the situation. The City of Phoenix environmental quality specialist and the qualified biologist will determine whether the owls can be avoided during construction or if a biologist holding a permit from the US Fish and Wildlife Service is needed to relocate burrowing owls from the project area.
- All disturbed soils not paved that will not be landscaped or otherwise permanently stabilized by construction shall be seeded using species native to the project vicinity.
- If any active bird nests cannot be avoided by vegetation clearing or construction activities, the City of Phoenix Engineer will contact the City of Phoenix environmental quality specialist (602.534.6030) to evaluate the situation.
- The City of Phoenix will communicate traffic control measures with the public, local officials, and the media prior to and during construction activities. Communication may include, but is not limited to, media alerts, direct mailings to area businesses and property owners, information on freeway variable message signs, and paid newspaper notices.
- Access to Dust Devil Park will be maintained throughout construction.
- Access to adjacent businesses and residences will be maintained throughout construction.
- The Engineer will review and approve the contractor's Stormwater Pollution Prevention Plan, Notice of Intent, and Notice of Termination prior to submission to the Arizona Department of Environmental Quality.

Contractor Responsibilities

- The contractor shall develop a Stormwater Pollution Prevention Plan, Notice of Intent, and Notice of Termination and submit them to the Engineer for approval.
- The contractor, upon approval from the Engineer, shall submit the Stormwater Pollution Prevention Plan's Notice of Intent and Notice of Termination to the Arizona Department of Environmental Quality.
- This project is within a designated municipal separate storm sewer system. Therefore, the contractor shall send a copy of the Notice of Intent and Notice of Termination to the City of Phoenix.
- The contractor shall notify its employees prior to any disturbance where lead is present in the paint below the 0.5 percent US Department of Housing and Urban Development/US Environmental Protection Agency action levels but above the US Department of Labor Occupational Safety and Health Administration detection level. As part of the notification, the contractor shall make the US Department of Labor Occupational Safety and Health Administration publication number 3142-12R 2004 Lead in Construction (<http://www.osha.gov/Publications/osha3142.pdf>) available to workers.
- For milling activities, the roadway surface preceding the milling machine shall be kept sufficiently wet so as to prevent the generation of any visible fugitive dust particles, but not so wet as to cause excess runoff from the roadway surface onto the roadway shoulder.
- If suspected hazardous materials are encountered during construction, work shall cease at that location and the Engineer shall be notified immediately to make arrangements for the proper treatment or disposal of those materials.

- If previously unidentified cultural resources are encountered during activity related to the construction of the project, the contractor shall stop work immediately at that location, notify the Engineer, and take all reasonable steps to secure the preservation of those resources. The Engineer will contact the City of Phoenix environmental quality specialist (602.534.6030) and the City of Phoenix archaeologist (602.534.1573) immediately and make arrangements for the proper treatment of those resources.
- Prior to construction, all personnel who will be on-site, including, but not limited to, contractors, contractors' employees, supervisors, inspectors, and subcontractors, shall review the attached City of Phoenix Western Burrowing Owl and Migratory Bird Treaty Act fliers.
- If burrowing owls or active burrows are identified during construction, the contractor shall stop work at that location and notify the City of Phoenix environmental quality specialist (602.534.6030) immediately. The City of Phoenix environmental quality specialist will arrange for a qualified biologist to evaluate the situation. The City of Phoenix environmental quality specialist and the qualified biologist will determine whether the owls can be avoided during construction or if a biologist holding a permit from the US Fish and Wildlife Service is needed to relocate burrowing owls from the project area.
- The contractor shall plan to complete all vegetation removal activities on the site from September 1 through February 28 to avoid harming any active bird nests.
- The contractor shall not remove any shrubs, trees, or large tree limbs from March 1 through August 31 unless a biologist approved by the City of Phoenix Engineer has conducted a bird nest search of affected vegetation and has determined that no active bird nests are present. Shrubs, trees, and limbs may be removed if they have been surveyed within 10 (ten) calendar days prior to removal as long as only inactive bird nests, if any, are present. Vegetation removal is not subject to this restriction from September 1 through February 28.
- To prevent the introduction of invasive species seeds, the contractor shall inspect all earthmoving and hauling equipment at the storage facility. The equipment shall be washed and free of all attached plant/vegetation and soil/mud debris prior to entering the construction site.
- To prevent invasive species seeds from leaving the site, the contractor shall inspect all construction equipment and remove all attached plant/vegetation and soil/mud debris prior to leaving the construction site.
- All disturbed soils not paved that will not be landscaped or otherwise permanently stabilized by construction shall be seeded using species native to the project vicinity.
- Access to Dust Devil Park will be maintained throughout construction.
- Access to adjacent businesses and residences will be maintained throughout construction.
- The contractor shall comply with all local air quality and dust control rules, regulations, and ordinances that apply to any work performed pursuant to the contract.

III. Guidelines:

- City of Phoenix Western Burrowing Owl flier
- City of Phoenix Migratory Bird Treaty Act flier

5. 104 SCOPE OF WORK. Add the following to Subsection 104.1.2 MAINTENANCE OF TRAFFIC:

ADA AND ANSI ACCESS OF PREMISES DURING CONSTRUCTION

Contractor shall maintain existing ADA and ANSI accessibility requirements during construction activities in an occupied building or facility. ADA and ANSI accessibility requirements shall include, but not be limited to,

parking, building access, entrances, exits, restrooms, areas of refuge, and emergency exit paths of travel. Contractor shall be responsible for the coordination of all work to minimize disruption to building occupants and facilities.

6. **104 SCOPE OF WORK**, Add the following to **Subsection 104.1.4 CLEANUP AND DUST CONTROL**:

The Contractor shall use a power pick-up broom as part of the dust control effort. No separate measurement or payment will be made for cleanup or dust control, or for providing a power pick-up broom on the job.

7. **105 CONTROL OF WORK**, Add the following to **Subsection 105.1, AUTHORITY OF THE ENGINEER**:

1. CONTRACT ADMINISTRATION

The definition of "Engineer" shall read as follows:

"Engineer": All references to "Engineer" in these contract bid documents, including the MAG Specifications, shall mean City Engineer.

2. PRECONSTRUCTION CONFERENCE

After completion of the contract documents, to include bonds, insurance and signatures and prior to the commencement of any work on the project, the Street Transportation Department, DCM Division, (telephone 602-495-2050), will schedule a Pre-Construction Conference. This will be held at 1034 East Madison Street, Phoenix, Arizona.

Construction administration will be provided by City of Phoenix, Street Transportation Department, Design & Construction Management Division (DCM).

The purpose of this conference is to establish a working relationship between the Contractor, utility firms and various City agencies. The agenda will include critical elements of the work schedule, submittal schedule, cost breakdown of major lump sum items, payment application and processing, coordination with the involved utility firms, emergency telephone numbers for all representatives involved in the course of construction and establishment of the notice to proceed date. The Contractor shall also provide copies of all purchase orders and/or contracts with DBE subcontractors and suppliers used to meet the subcontract goal programmed for this project.

Minimum attendance by the Contractor shall be a responsible company/corporate official, who is authorized to execute and sign documents on behalf of the firm, the job superintendent and the Contractor's safety officer.

3. AUTHORIZATION OF THE ENGINEER

The City may, at its discretion and without cause, order the Contractor in writing to stop and suspend work. Immediately after receiving such notice, the Contractor shall discontinue advancing the work specified under this Agreement.

Such suspension shall not exceed one hundred and eighty (180) consecutive days during the duration of the project.

The Contractor may seek an adjustment of the contract price and time, if the cost or time to perform the work has been adversely impacted by any suspension or stoppage of work by the City.

8. **105 CONTROL OF WORK**, Add the following to **Subsection 105.2 PLANS AND SHOP DRAWINGS**:

The Contractor shall submit as many of the required shop drawings and product data submittals at the Pre-Construction meeting as practical and possible. All shop drawings and product data submittals shall be submitted sufficiently in advance to allow adequate time for City review(s) and approval. The Contractor shall submit early enough to allow enough time for reviews based on the assumption that a submittal may be marked "Revise and Resubmit" or "Rejected", requiring the Contractor to modify the submittal and resubmit for additional review(s) until acceptance.

A separate transmittal shall be used for each specific item type, class of material or equipment for which a submittal is required. Multiple items under one transmittal will only be allowed when the items taken together constitute a complete manufacturer's package, or are so functionally related that the entire package should be reviewed as a whole. The contractor shall submit six (6) hard copies of each shop drawing for review. **Email or FAX submittals will not be accepted.**

The Contractor shall allow up to four (4) weeks for City review for each submittal. Some submittals may be simple and straightforward and may not require the full four (4) weeks, but other more complex submittals may take the full four (4) weeks.

9. **105 CONTROL OF WORK**, Add the following to **Subsection 105.7 COOPERATION BETWEEN CONTRACTORS**

Other Contractors are expected to be working in or near the area of this contract. The Contractor shall conduct his work as specified in MAG Section 105.7.

10. **105 CONTROL OF WORK**, Add the following to **Subsection 105.8, CONSTRUCTION STAKES, LINES AND GRADES**:

1. SURVEY

Description

The work under this section shall consist of furnishing all materials, personnel and equipment necessary to perform all surveying, staking and verification of the accuracy of all points which have been provided by the Engineer.

Included in this work shall be all calculations required for the satisfactory completion of the project in conformance with the plans and specifications. The work shall be done under the direction of a registered professional surveyor employed by the Contractor.

Measurements of all removals and pay quantity items will be the responsibility of the Engineer.

When utility adjustments are a part of the contract, the Contractor shall perform and be responsible for locating, tying and untying all manholes and valves that are discovered during the course of the contract. The Contractor shall set all survey points, stakes and references necessary for carrying out all such adjustments.

The Contractor shall furnish all traffic control, including flagging for survey and staking operations. Traffic control shall be in accordance with the requirements of the City of Phoenix Barricade Manual.

The Contractor will keep field notes in bound field books. These books will be available for inspection by City personnel at all times and shall become the property of the City of Phoenix upon completion of the project.

Construction Staking Requirements

Staking will be performed in accordance with the City of Phoenix's Survey Section Standard Requirements for Staking, As-Builts and Quantity Calculations, plus any special addenda provided by the Engineer. The Contractor will provide to the Engineer in writing, for the Engineer's approval, any special procedures that will be used for construction survey staking completion.

The Engineer will provide control points for establishing an accurate construction centerline and will establish bench marks adjacent to this line for the proper layout of the work. Control points will be located on monument line and/or construction centerline at the beginning and ending points of the project. Control points will also be located on the appropriate centerline at all point of curve (PC), points of tangent (PT), and angle points. No less than three (3) bench marks will be provided; one (1) at the beginning of the project, one (1) at the midpoint, and one (1) at the end of the project. Additional bench marks may be provided at other convenient locations, but no more than one (1) additional bench mark will be provided for each 1,320 feet of the project length. Control points set by the Engineer will be identified in the field to the Contractor.

After the Contractor has verified the accuracy of the control points established by the City, the Contractor shall set all stakes necessary for construction in accordance with the City of Phoenix Survey Section Standard Requirements.

If errors are discovered during the verification process and control points do not agree with the geometrics shown in the plans, the Contractor shall promptly notify the Engineer in writing, and explain the problem in detail. The Engineer will advise the Contractor of any corrective actions which may be necessary.

The Contractor shall exercise care in the preservation of stakes, references, bench marks and shall reset them when they are damaged, lost, displaced or removed.

Any discrepancies in grade, alignment, locations or dimensions detected by the Contractor shall be brought to the attention of the Engineer by letter. No changes in the project plans will be allowed without the approval of the Engineer.

The Engineer reserves the right to make inspections and random checks of any portion of the staking and layout procedure. If, in the Engineer's opinion, the work is not being performed in the manner that will assure proper control and accuracy, the Engineer will order any or all of the staking and layout work redone at no additional cost.

If any portion of the Contractor's staking and layout work is ordered redone, resulting in additional rechecking by the Engineer, the City shall be reimbursed for all costs for such additional checking. The amount of such costs will be deducted from the Contractor's progress payment.

Inspection of the Contractor's layout by the Engineer and the acceptance of all or any part of it shall not relieve the Contractor of their responsibility to secure the proper dimensions, grades and elevations for the work.

Record Drawings

The Contractor shall maintain a record set of plans at the job site. These shall be kept legible and current and shall show all changes or work added in a contrasting, reproducible color. Two weeks prior to issuance of substantial completion, the Contractor shall submit, prior to final inspection, corrected drawings showing the

location of all utility services, controller, pipe, valves and wiring. The Engineer shall be the sole judge as to the acceptability of the record plans and receipt of an acceptable set is a pre-requisite for final payment.

Measurement

Construction surveying and layout will be measured as a single complete unit of work.

Two (2), three (3) and four (4) person survey party will be measured by the hour to the nearest half (1/2) hour.

Payment

Payment for construction surveying and layout will be by the lump sum and will be made as follows:

The items of two (2), three (3) and four (4) person survey party are contingent items and are established for the purpose of compensating the Contractor for additional staking and layout required as a result of extra work ordered by the Engineer. Payment will be made at the predetermined unit price shown on the bidding schedule for the survey party or parties used. The Engineer will be the sole judge as to whether the additional work shall be performed by the Contractor or by Department forces.

The amount per hour for a two (2) person, three (3) person or four (4) person survey party includes the cost of all work necessary to complete the extra work.

No payment will be made for the resetting of stakes, references, bench marks and other survey control.

11. 105 CONTROL OF WORK, Add the following to Subsection 105.15 ACCEPTANCE, paragraph (B) Final Acceptance:

1. SUBSTANTIAL COMPLETION

The work may be judged substantially complete when all construction has been completed with the possible exception of final inspection punch list work. The purpose of granting or acknowledging substantial completion is to stop contract time. This is particularly important to the Contractor if contract time is exhausted or nearly so and/or punch list work is anticipated to extend beyond the allotted time. Granting of substantial completion will eliminate the possibility of incurring liquidated damages or additional liquidated damages beyond the substantial completion date, whichever case may apply.

In the event that the Engineer grants substantial completion, the Contractor shall have thirty (30) days thereafter to complete punch list work, unless additional time is granted--in writing--by the Engineer. In no case shall a Contractor be granted more than thirty (30) days to complete punch list work, unless there are extenuating circumstances such as delay in shipment of a specialized piece of equipment, labor strike, or other circumstances beyond the Contractor's control which would necessitate a further time extension.

2. PENALTY FOR FAILURE TO COMPLETE PUNCH LIST WORK WITHIN SPECIFIED TIME

In the event the Contractor fails to complete the punch list work within thirty (30) days following the contract completion date, or in the case of specialized situations within the additional time allotted by the Engineer, the Contractor may be declared in default, and the Engineer may order the work completed by others.

In the event of default, as described herein, the Engineer shall withhold from the Contractor's final payment, an amount equal to at least twice the estimated cost of the remaining work. In addition, the

Engineer shall withhold the retention deducted from contract progress payments until all punch list work has been satisfactorily completed, whereupon twice the amount of the actual cost of completing the work shall be deducted from the Contractor's final payment and the remaining funds, if any, including the contract retention, shall be released in accordance with the conditions set forth in contract retention.

3. **CONTRACT RETENTION**

This project shall not be considered complete until all work has been completed, including punch list work. Under no circumstances shall a Contractor receive any portion of the legally retained progress payments until the City has granted a final acceptance and/or acknowledged substantial completion. The following conditions shall apply to each case:

1. Substantial Completion: The Engineer may reduce outstanding contract retention to not less than one (1) percent of the total contract amount, upon granting substantial completion, if the value of the punch list work is estimated to be less than one (1) percent of the total contract.
2. Project Acceptance: Project acceptance implies that all punch list work is done and the improvements have been accepted by the City. Under these conditions, the retention will be fully released to the Contractor subject only to the signing of the standard claims affidavit and hold harmless clause required for all contracts.
3. Final Release of Contract Retention and/or Release of More Than Ninety (90) Percent of the Contract Funds: Prior to final payment and release of monies retained and/or in the case of substantial completion where the Contractor has requested a reduction in contract retention, the Contractor will be required to sign a claims affidavit agreeing to hold the City harmless from any and all claims arising out of the contract.

12. **107 LEGAL REGULATIONS AND RESPONSIBILITY TO PUBLIC**, Add the following to **Subsection 107.1, LAWS TO BE OBSERVED, paragraph (C)**:

While every effort has been made to Blue Stake all known utilities, and to research and show on the plans all existing underground utilities based on the best available information, it shall be the Contractor's responsibility to locate and pothole all existing utilities sufficiently in advance of anticipated new underground construction to identify any potential conflicts and allow reasonable time for the Engineer to determine solutions. Any claims for additional compensation or work required due to the Contractor's non-compliance with this provision shall not be considered for payment by the City.

13. **107 LEGAL REGULATIONS AND RESPONSIBILITY TO PUBLIC**, Add the following new paragraphs to **Subsection 107.1, LAWS TO BE OBSERVED**:

(A) FAIR TREATMENT OF WORKERS

The Contractor shall keep fully informed of all Federal and State laws, County and City ordinances, regulations, codes and all orders and decrees of bodies or tribunals having any jurisdiction or authority, which in any way affect the conduct of the work. He shall at all times observe and comply with all such laws, ordinances, regulations, codes, orders and decrees; this includes, but is not limited to laws and regulations ensuring fair and equal treatment for all employees and against unfair employment practices, including OSHA and the Fair Labor Standards Act (FLSA). The Contractor shall protect and indemnify the Contracting Agency and its representatives against any claim or liability arising from or based on the violation of such, whether by himself or his employees.

(B) DESERT TORTOISE MITIGATION

As stated in the Arizona Interagency Desert Tortoise Team (AIDTT) Management Plan (1996), if a desert tortoise is found in a project area, activities should be modified to avoid injuring or harming it. If activities cannot be modified, tortoises in harm's way should be moved in accordance with Arizona Game and Fish Department's "Guidelines for Handling Sonoran Desert Tortoises Encountered on Development Projects", revised October 23, 2007 (or the latest revision), included in these contract provisions. Taking, possession, or harassment of a desert tortoise is prohibited by State law, unless specifically authorized by Arizona Game and Fish Department.

(C) BURROWING OWLS MITIGATION – MIGRATORY BIRD TREATY ACT OF

While no burrowing owls have been seen at the project site, small animal burrows likely used by rodents and cottontail rabbits are present. In the event that burrowing owls are found on the site, the project shall comply with the Migratory Bird Treaty Act of 1918 and relocate the birds prior to grading. A contact for relocation of burrowing owls is Bob Fox or Greg Clark of Wild at Heart, 31840 North 45th Street, Cave Creek, AZ 85331, 480-595-5047.

14. **107 LEGAL REGULATIONS AND RESPONSIBILITY TO PUBLIC,** Add the following to **Subsection 107.2, PERMITS:**

1. **HAUL PERMIT**

On any project, when the quantity of fill or excavation to be hauled exceeds 10,000 C.Y. or when the duration of the haul is for more than twenty (20) working days, the Contractor shall:

- A. Obtain approval of the proposed haul route, number of trucks, etc., by the Street Transportation Department, and then;
- B. Submit the proposed haul route plan to the Planning and Development Department and pay the appropriate plan-review fee (contact Planning and Development Department at 602-534-5933 for current plan review fee, the cost of which shall be considered incidental to the project), and after their approval;
- C. Obtain the written haul permit from the Planning and Development Department.

NOTE: Obtaining the haul permit and the approval by Street Transportation does not release the Contractor from strict compliance with MAG Subsection 108.5, Limitation of Operations.

2. **STORM WATER POLLUTION PREVENTION PLAN AND AZPDES PERMIT**

Any project that disturbs 1 acre or more of the ground surface requires the Contractor to obtain an AZPDES permit and prepare a SWPPP. This project does require an AZPDES permit and SWPPP.

4. **DUST PERMIT**

Any project that disturbs more than 1/10 acre of soil requires an earthmoving permit from Maricopa County. Information and forms can be found at:

www.maricopa.gov/ag/divisions/permit_engineering/applications/Default.aspx

To facilitate and encourage strict compliance with the Maricopa County Air Pollution Control Regulations

pertaining to fugitive dust control, the Contractor shall submit the following documentation to the Engineer at the Pre-Construction meeting prior to conducting any earth moving or dust generating activities under the Contract.

- a. Copy of a valid Maricopa County Earth Moving (Dust Control) Permit applicable to the work or services under the Contract.
- b. Copy of the Dust Control Plan applicable to the work or services under the Contract.
- c. Documentation that all of the Contractor's on-site project managers have received the Comprehensive or Basic dust control training as required by Maricopa County Rule 310 based on project disturbed acres.

For construction sites where 5-acres or more are disturbed, the Contractor shall designate and identify to the City an individual who has completed the dust control training as required for the site Dust Control Coordinator. The Dust Control Coordinator shall be present on-site all times that earth moving or dust generating activities are occurring and until all ground surfaces at the site have been stabilized.

For construction sites less than 1-acre, the Contractor shall designate an individual who has completed Basic Training to be on site at all times that earth moving or dust generating activities are occurring.

The Contractor shall notify the Engineer within twenty-four (24) hours of any inspection, Notice of Violation, or other contact by the Maricopa County Air Quality Department with it or any of its subcontractors regarding the work or services under the Contract. A copy of any written communications, notices or citations issued to Contractor or any of its subcontractors regarding the work or services under the Contract shall likewise be transmitted to the Engineer within twenty-four (24) hours.

The Contractor shall prevent any dust nuisance due to construction operations in accordance with MAG Specifications, Section 104.1.3, Cleanup and Dust Control. The Contractor shall use a power pick-up broom as part of the dust control effort. No separate measurement or payment will be made for cleanup or dust control, or for providing a power pick-up broom on the job.

The Contractor agrees to indemnify and reimburse the City for any fine, penalty, fee or monetary sanction imposed on the City by Maricopa County arising out of, or caused by the performance of work or services under the Contract. The Contractor shall remit payment of the reimbursable sum to the City within thirty (30) days of being presented with a demand for payment from the City.

5. TEMPORARY RESTRICTION AND CLOSURE SYSTEM (TRACS) PERMIT

The Contractor shall obtain a TRACS permit for any construction that restricts access (partial or complete closures) on Major/Collector public streets, or complete closures on Local streets, sidewalks, bike lanes and alleys. The Contractor shall obtain this permit in accordance with the City of Phoenix Traffic Barricade Manual, latest edition. The Contractor shall follow all requirements of the TRACS permit during construction. The Contractor shall obtain this permit before the Notice to Proceed date. Any construction delays caused by non-compliance with the TRACS permit or the City of Phoenix Traffic Barricade Manual requirements shall be the responsibility of the Contractor.

6. DEMINIMUS DISCHARGE PERMIT

As required, if the Contractor anticipates the discharge of any amount of water from the City water or wastewater system during construction, the Contractor shall be responsible for obtaining a DeMinimus Permit from the Arizona Department of Environmental Quality (ADEQ) for any discharge that will reach "waters of the U.S.", either directly or indirectly, and complying with all requirements of that permit. This

includes all compliance reporting required by the permit. No separate payment will be made for obtaining or complying with this permit.

7. **U.S. ARMY CORPS OF ENGINEERS SECTION 404 PERMIT**

This project is subject to a U.S. Army Corps of Engineers 404 Permit (or U.S. Army Corps of Engineers Nationwide Permit (NWP)). The permit (or NWP) is included in these project specifications. The Contractor shall comply with all requirements of this permit.

8. **OTHER PERMITS**

The Contractor may be required to obtain other permits from other agencies, such as the Arizona Department of Transportation (ADOT) or the Flood Control District of Maricopa County (FCDMC) before beginning work or restricting traffic in their right-of-way. The Contractor will be required to obtain these permits and comply with their requirements.

15. **107 LEGAL REGULATIONS AND RESPONSIBILITY TO PUBLIC**, Revise the title of **Subsection 107.4 ARCHAEOLOGICAL REPORTS** to **107.4 ARCHAEOLOGICAL MONITORING AND DISCOVERIES**, and add the following:

If suspected archaeological materials are discovered during construction without an archaeologist present, the Contractor shall stop work immediately within a 10-meter zone of the discovery, secure the area, and immediately notify the City Archaeology Office (602-495-0901). The Contractor shall not recommence work in the area of discovery until directed in writing by the City Archaeology Office.

16. **107 LEGAL REGULATIONS AND RESPONSIBILITY TO PUBLIC**, Modify **Subsection 107.8, USE OF EXPLOSIVES** as follows:

Replace the words "Uniform Fire Code" with "Phoenix Fire Code".

17. **107 LEGAL REGULATIONS AND RESPONSIBILITY TO PUBLIC**, Add the following to **Subsection 107.11, CONTRACTOR'S RESPONSIBILITY FOR UTILITY PROPERTY AND SERVICES**:

1. **UNDERGROUND FACILITIES**

The Contractor will make whatever investigation it deems necessary to verify the location of underground utility facilities. If such facilities are not in the location shown in the drawings, then (regardless of whether this is discovered prior to or during construction) the contractor's remedies, if any, pursuant to Art. 6.3, Chapter 2, Title 40, A.R.S. (A.R.S. 40-360.21 through 40-360.32, "Underground Facilities"), shall be the contractor's sole remedy for extra work, delays and disruption of the job, or any other claim based on the location of utility facilities. Locations of utility facilities shown on drawings furnished by the City are to be regarded as preliminary information only, subject to further investigation by the contractor. The City does not warrant the accuracy of these locations, and the contractor, by entering into this contract, expressly waives and disclaims any claim or action against the City under any theory for damages resulting from location of utility facilities.

The Contractor shall be responsible for obtaining all Blue Stake utility location information, and for performing all requirements as prescribed in A.R.S. 40-360.21 through .29, for all underground facilities, including those that have been installed on the current project, until the project is accepted by the City.

At least two (2) working days prior to commencing any excavation, the Contractor shall call the BLUE STAKE CENTER, between the hours of 7:00 a.m. and 4:30 p.m., Monday through Friday for information

relative to the location of buried utilities. The number to be called is as follows:

Maricopa County (602) 263-1100

2. UTILITY-RELATED CONSTRUCTION DELAY DAMAGES CLAIM PROCEDURES

The following procedure is intended to provide a fair and impartial process for the settlement of construction delay claims associated with unknown or improperly located utility facilities.

The Contractor shall immediately notify, in writing, the Project Engineer of any potential utility-related delay claim.

The Contractor shall immediately notify the appropriate liaison of the affected utility verbally, followed by a written notification.

The Contractor shall coordinate an investigation of the situation with the affected utility and the City's Utility Coordinator. After resolution, the Contractor will provide written notification of the settlement of the claim to all affected parties. If the affected utility makes a decision to handle negotiations for a claim, their personnel will be responsible for monitoring the project and all negotiations with the Contractor regarding the claim.

The Contractor shall determine to document requirements of the affected utility for their acceptance of responsibility for the claims. The Contractor shall provide four (4) copies of the required documentation to the utility involved and two (2) copies of this documentation to the Project Engineer. The Contractor shall obtain written confirmation from the utility company involved of their documentation requirements.

18. 108 COMMENCEMENT, PROSECUTION AND PROGRESS Add the following to Subsection 108.2, SUBLETTING OF CONTRACT:

(F) PROMPT PAYMENT

1. Contractor Payment to Subcontractor or Supplier

Contractor shall pay its subcontractors or suppliers within seven (7) calendar days of receipt of each progress payment from the City. The Contractor shall pay for the amount of work performed or materials supplied by each subcontractor or supplier as accepted and approved by the City with each progress payment. In addition, any reduction of retention by the City to the Contractor shall result in a corresponding reduction to subcontractors or suppliers who have performed satisfactory work. Contractor shall pay subcontractors or suppliers the reduced retention within fourteen (14) days of the payment of the reduction of the retention to the Contractor. No Contract between Contractor and its subcontractors and suppliers may materially alter the rights of any subcontractor or supplier to receive prompt payment and retention reduction as provided herein. If the Contractor fails to make payments in accordance with these provisions, the City may take any one or more of the following actions and Contractor agrees that the City may take such actions: (1) to hold the Contractor in default under this agreement; (2) withhold future payments including retention until proper payment has been made to subcontractors or suppliers in accordance with these provisions; (3) reject all future bids from the Contractor for a period not to exceed one year from substantial completion date of this project; or (4) terminate agreement.

2. Alternative Dispute Resolution Between Contractor and Subcontractor or Supplier

If Contractor's payment to a subcontractor or supplier is in dispute, Contractor and subcontractor or supplier agree to submit the dispute to any one of the following dispute resolution processes within fourteen (14) calendar days from the date that any party involved gives written notice to the other party(ies): (1) binding arbitration; (2) a form of alternative dispute resolution (ADR) agreeable to all parties; or (3) a City of Phoenix facilitated mediation. When disputed claim is resolved through ADR or otherwise, the Contractor and subcontractor or supplier agree to implement the resolution within seven (7) calendar days from the resolution date.

3. Inspection and Audit

Contractor, its subcontractors and suppliers shall comply with A.R.S. 35-214 and the City shall have all rights and remedies to inspect and audit the records and files of Contractor, subcontractor or supplier, as afforded the State of Arizona in accordance with the provisions of A.R.S. Section 35-214.

4. Non-Waiver

Should the City fail or delay in exercising or enforcing any right, power, privilege, or remedy under this Section, such failure or delay shall not be deemed a waiver, release, or modification of the requirements of this Section or of any of the terms or provisions thereof.

5. Inclusion of provisions in Subcontracts

Contractor shall include these prompt payment provisions in every subcontract, including procurement of materials and leases of equipment for this Agreement.

6. No Third Party Benefits or Rights

Nothing contained in this Agreement is intended to benefit or confer any rights on any person or entity not a party to this Agreement, and no such person or entity, including but not limited to other Contractors, subcontractors or suppliers, may assert any claim, cause of action, or remedy against the City hereunder.

19. 108 COMMENCEMENT, PROSECUTION AND PROGRESS, Add the following to Subsection 108.4, CONTRACTOR'S CONSTRUCTION SCHEDULE:

No later than one (1) week after the Pre-Construction meeting (or one week after the Notice to Proceed date is firmly established), the Contractor shall submit to the Engineer, two (2) copies of a detailed Critical Path Model (CPM) chart outlining the detailed progress of all major and critical elements of the project by weeks, from beginning of project to end. The chart shall begin at the established Notice to Proceed date and progress on a calendar basis, week by week, to the end of the project.

The Contractor shall submit updated CPM charts as required by the Engineer. This shall typically be on a monthly basis. The required submittals of updated CPM charts may be less frequent than monthly, if approved by the Engineer.

Neither the City nor the Engineer shall accept liability or responsibility for the reasonable or workable nature of the CPM schedules prepared and submitted by the Contractor—that responsibility shall remain with the Contractor.

20. 108 COMMENCEMENT, PROSECUTION AND PROGRESS, Add the following to Subsection 108.5, LIMITATION OF OPERATIONS:

1. **WORK HOURS**

Regular working hours shall be defined as one 8-1/2 hour shift per day, Monday through Friday, exclusive of City holidays.

Work in excess of regular working hours shall be defined as overtime. For overtime which becomes necessary, the Contractor shall make a written request to the Engineer at least eight (8) calendar days before the desired overtime. The request shall include the duration, dates, times, reason for overtime, and a statement of the consequences if overtime is not approved.

The Contractor shall not schedule any overtime work which requires inspection, survey, or material testing without written permission from the Engineer two (2) working days before the proposed overtime work. The Engineer reserves the right to deny the requested overtime. If an overtime request is denied, the Engineer may extend the contract time at no additional cost to the City, including extended overhead costs.

Unscheduled Overtime

Overtime that is not requested and approved in accordance with the above procedure shall be defined as unscheduled overtime. All costs (including appropriate overhead) shall be paid by the Contractor by deduction from the contract.

Emergency Overtime

An emergency is defined as work required for a situation that is not within the Contractor's control. With the Engineer's approval, the Contractor will be permitted to work overtime without being responsible for paying the City's costs.

21. **108 COMMENCEMENT, PROSECUTION AND PROGRESS, Add the following to Subsection 108.10, FORFEITURE AND DEFAULT OF CONTRACT:**

City's Right to Perform and Terminate for Convenience

If the City provides the Contractor with a written order to provide adequate maintenance of traffic, adequate cleanup, adequate dust control or to correct deficiencies or damage resulting from abnormal weather conditions, and the Contractor fails to comply in a time frame specified, the City may have work accomplished by other sources at the Contractor's expense.

If Contractor persistently fails to (i) provide a sufficient number of skilled workers, (ii) supply the materials required by the Contract Documents, (iii) comply with applicable Legal Requirements, (iv) timely pay, without cause, Sub-consultants and/or Subcontractors, (v) prosecute the Contract Services with promptness and diligence to ensure that the Contract Services are completed by the Contract Time, as such times may be adjusted, or (vi) perform material obligations under the Contract Documents, then the City, in addition to any other rights and remedies provided in the Contract Documents or by law, shall have the rights set forth below.

Upon the occurrence of an event set forth above, City may provide written notice to Contractor that it intends to terminate the Agreement unless the problem cited is cured, or commenced to be cured, within seven (7) days of Contractor's receipt of such notice.

If Contractor fails to cure, or reasonably commence to cure, such problem, then City may give a second written notice to Contractor of its intent to terminate within an additional seven (7) day period.

If Contractor, within such second seven (7) day period, fails to cure, or reasonably commence to cure, such problem, then the City may declare the Agreement terminated for default by providing written notice to Contractor of such declaration.

Upon declaring the Agreement terminated pursuant to the above, City may enter upon the premises and take possession, for the purpose of completing the Work, of all materials, equipment, scaffolds, tools, appliances and other items thereon, which have been purchased or provided for the performance of the Work, all of which Contractor hereby transfers, assigns and sets over to City for such purpose, and to employ any person or persons to complete the Work and provide all of the required labor, services, materials, equipment and other items.

In the event of such termination, Contractor shall not be entitled to receive any further payments under the Contract Documents until the Work shall be finally completed in accordance with the Contract Documents. At such time, the Contractor will only be entitled to be paid for Work performed and accepted by the City prior to its default.

If City's cost and expense of completing the Work exceeds the unpaid balance of the Contract Price, then Contractor shall be obligated to pay the difference to City. Such costs and expense shall include not only the cost of completing the Work, but also losses, damages, costs and expense, including attorneys' fees and expenses, incurred by the City in connection with the re-procurement and defense of claims arising from Contractor's default.

If the City is found to have improperly terminated the Agreement for cause or default, the termination shall be converted to a termination for convenience in accordance with the provisions of this Agreement.

22. 108 COMMENCEMENT, PROSECUTION AND PROGRESS, Add the following to Subsection 108.11, TERMINATION OF CONTRACT:

TERMINATION FOR CONVENIENCE

The Owner for its own convenience has the right for any reason and at any time to terminate the contract and require the Contractor to cease work hereunder. Such termination shall be effective at the time and in the manner specified in the notification to the Contractor of the termination. Such termination shall be without prejudice to any claims which the Owner may have against the Contractor. In the event of a termination for convenience, the Contractor shall be paid only the direct value of its completed work and materials supplied as of the date of termination, and Contractor shall not be entitled to anticipated profit or anticipated overhead or any other claimed damages from the Owner, Architect or the Engineer.

If the City is found to have improperly terminated the Contract for cause or default, the termination will be converted to a termination for convenience in accordance with the provisions of this Contract.

CANCELLATION OF CONTRACT FOR CONFLICT OF INTEREST

All parties hereto acknowledge that this agreement is subject to cancellation by the City of Phoenix pursuant to the provisions of Section 38-511, Arizona Revised Statutes.

23. 109 MEASUREMENTS AND PAYMENTS, Add the following to Subsection 109.2, SCOPE OF PAYMENT:

1. PARTIAL PAYMENTS

The contracting agency will make a partial payment to the Contractor on the basis of an approved estimate prepared by the Engineer or the Contractor for work completed and accepted through the preceding month. The notice to proceed date, which is designated for the specific project involved, will be used as the closing date of each partial pay period. Payment will be made no later than fourteen (14) days after the work is certified and approved. City shall review payment requests and make recommendation of approval or denial within seven (7) calendar days.

2. PAYMENT RETENTION

At the start of construction, ten percent of all pay requests shall be retained by the City to guarantee complete performance of the contract. When the work is fifty percent complete, this amount may be reduced to five percent providing that construction progress and quality of work is acceptable to the City. Any funds which are withheld from the contractor will be paid no later than sixty days after completion of the contract and settlement of all claims.

In lieu of retention, the contractor may provide as a substitute, an assignment of time certificates of deposit (CDs) from a bank licensed by Arizona, securities guaranteed by the United States, securities of the United States, the State of Arizona, Arizona counties, Arizona municipalities, Arizona school districts, or shares of savings and loan institutions authorized to transact business in Arizona.

Securities deposited in lieu of retention must be deposited into a separate account with a bank having a branch located in the City of Phoenix and be assigned exclusively for the benefit of the City of Phoenix pursuant to the City's form of escrow agreement

CDs assigned to the City must be maintained in the form of time deposit receipt accounts. CDs shall be assigned exclusively for the benefit of the City of Phoenix pursuant to the City's form of escrow agreement.

Escrow Agreement forms may be obtained from the Contract Specialist assigned to the project.

24. **109 MEASUREMENTS AND PAYMENTS**, Add the following to **Subsection 109.4.3, DUE TO EXTRA WORK**:

ALLOWANCE FOR EXTRA WORK

Contract allowance items are provided for the purpose of encumbering funds to cover the costs of possible change order work. The amount of the allowance item is determined by the Engineer and is not subject to individual bid pricing. All bidders shall incorporate the amount pre-entered in the bid proposal and shall reflect the same in the total amount bid for this project.

This allowance item provides an estimated funding to cover unforeseen changes that may be encountered and corresponding extra work needed to complete the contract per plan. Unforeseen extra work, if any, shall be as approved by the Engineer; for example, extension of unit bid prices, negotiated price or time and material, in accordance with MAG Specification Section 109.4 and 109.5.

It shall be understood that this allowance item is an estimate only and is based on change order history of similar projects. It shall not be utilized without an approved contract change order. It is further understood that authorized extra work, if any, may be less than the allowance item.

25. **109 MEASUREMENTS AND PAYMENTS**, Add the following to **Subsection 109.4 COMPENSATION FOR ALTERATION OF WORK**:

109.4.7 CHANGE ORDERS

Owner reserves the right to decrease adjustments made in any change order if, upon audit of Contractor's records, the audit discloses contractor provided false or inaccurate cost and pricing data in negotiating the change order. In enforcing this provision, the parties shall follow the procedure provided in the Federal Acquisition Regulation (FAR) clause 52.214-27, found in 48 CFR Part 52.

26. **109 MEASUREMENTS AND PAYMENTS**, Delete Table 109-1 in **Subsection 109.9, DOLLAR VALUE OF MAJOR ITEM**, and substitute the following:

<u>CONTRACT AMOUNT</u>	<u>MAJOR ITEM IS DEFINED AS ANY ITEM EQUAL TO OR GREATER THAN THE FOLLOWING</u>
Up to \$1 million	\$15,000 or 3%, whichever is greater
\$1 million to \$3 million	3% of the original contract amount to a maximum of \$75,000.00
\$3 million to \$5 million	2.5% of the original contract amount to a maximum of \$90,000.00
Over \$5 million	1.5% of the original contract amount to a maximum of \$125,000.00

CONTINGENCY ITEMS

Contingency items which fall under the definition of a major item are subject to negotiation if decreased by more than twenty (20) percent.

Contingency items shall not increase more than twenty (20) percent without being subject to renegotiation, regardless of the percentage of that item relative to the total contract amount.

27. **110 NOTIFICATION OF CHANGED CONDITIONS AND DISPUTE RESOLUTION**, Add the following to **Subsection 110.1 GENERAL**:

SOILS INFORMATION

The material boring logs shown on the plans or included in these specifications are included for the Contractor's convenience only. It is not intended to imply that the character of materials shown in the logs is representative throughout the project. **The soil borings are indicative of the soil characteristics only at the location and to the depth of each of the borings.**

Even if not specifically shown in the geotechnical information provided, the Contractor may encounter large cobbles, boulders, caliche, conglomerate, hard rock, perched groundwater, historic or prehistoric cultural resources, or other differing site conditions on this project. **No additional compensation will be made for any differing site condition that may be encountered.**

SPECIAL PROVISIONS

1. **211 FILL CONSTRUCTION**, Add the following to **Section 211 FILL CONSTRUCTION**:

211.1 DESCRIPTION

The work under this item shall consist of filling the existing interim retention basins to the lines and grades shown on the plans and in conformance with MAG Sections 210 and 211.

Every effort was made during the design phase to balance the earthwork. The estimated quantity of borrow material required to complete fill construction, in-place, is 7,200 cubic yards. Cross section sheets are included in the plans for the Contractor to verify this approximate quantity.

211.2 PLACING and 211.3 COMPACTING

For fill placement constructed at interim retention basins, each layer of fill material placed, shall be compacted to a density of not less than 100 percent of the maximum density.

211.6 PAYMENT

Payment will be made at the lump sum price quoted in the bid proposal for bid item "FILL CONSTRUCTION".

The lump sum price shall be full compensation for purchasing and/or excavating all fill material, hauling, depositing, spreading and compacting the material complete and in place as shown on the plans. This also includes all grading and excavation necessary for construction as detailed on the plans.

2. Add the following new Section, **232 STORM WATER POLLUTION PREVENTION – BEST MANAGEMENT PRACTICES**:

Description

Implementation of "Best Management Practices" (B.M.P.'s) to reduce stormwater pollution shall be undertaken by the Contractor on a multi-tiered, most cost-effective approach. The Contractor shall utilize the lowest-cost acceptable B.M.P. available to address each type of potential stormwater pollution situation encountered on the project. Should this prove ineffective in resolving the stormwater pollution problem, additional, higher-cost B.M.P.'s may need to be employed, upon approval by the City.

Construction Requirements

Typical multi-tiered B.M.P. approaches to construction operations may include:

A. ROADWAY SUBGRADE EXCAVATION:

1. Tier I - The excavated area will create, in effect, a temporary retention area. This may provide adequate control of storm runoff to prevent sediment from leaving the site. Pumping or other methods utilized to drain the excavation shall employ filter fabric or other filtering method to remove sediment before leaving the site or entering the storm drain system.
2. Tier II - Catch basin inlet protection (utilizing filter fabric, gravel, etc.) may be necessary should Tier I controls prove inadequate. Care shall be exercised to ensure that Tier II B.M.P.'s

do not result in blockage of drainage and resultant flooding of adjacent properties.

B. OPEN PIPELINE TRENCHES:

1. Tier I - The open trench itself will act as a temporary retention area. The Contractor shall provide a low-cost, readily-installed/removed temporary device on the open end of the pipe to prevent sediment-laden stormwater from entering the pipe. This may consist of a temporary "plug" incorporating filter fabric, a temporary weir, or other device capable of removing sediment before allowing stormwater to enter the pipe. Care must be taken to prevent damming of floodwaters in the excavation that could result in "floating" the pipe.
2. Tier II - If Tier I protection does not prove satisfactory, the Contractor may need to install straw bales, sandbag berms, or temporary diversion dikes around the perimeter of the open excavation to prevent sediment-laden stormwater from entering the open excavation. Due to installation/removal time, such devices need only be installed during periods of likely precipitation and runoff. Earthen dikes are the preferred alternate, due to ease of installation and removal. Care must be taken to assure that runoff is not blocked to the extent that flooding of adjacent properties will result.

C. BACKFILLED PIPELINE TRENCHES:

1. Tier I - As with roadway subgrade excavations, pipeline trenches which have been backfilled but not yet paved will be several inches lower than adjacent pavement areas, and will therefore act as temporary retention areas.
2. Tier II - If the "retention" provided by the backfilled area does not prevent sediment-laden runoff from leaving the excavated area, perimeter controls such as silt fence, straw bales, sandbag berms, or gravel filter berms may need to be installed around the downstream edge(s) of the backfilled area. As with open trenches, the selection of the appropriate measure, extent of its application, and time period during which it is needed will be dependent upon cost, site conditions, ease of installation/removal, and likelihood of precipitation/runoff. Again, care must be taken to ensure that diversion of stormwater onto adjacent properties does not result from these installations.

Another stormwater control method, which the Contractor may need to consider, is limiting the amount of area disrupted and therefore subject to sediment-laden stormwater runoff at any one time. Should such project phasing prove necessary due to the failure of other B.M.P.'s, the Contractor shall revise his construction activities accordingly, at no additional cost to the City.

Standards for installation of the above B.M.P.'s are provided in the Flood Control District of Maricopa County's "Drainage Design Manual for Maricopa County, Arizona, Volume III, Erosion Control". Installation and operation of B.M.P.'s shall be in accordance with that manual.

There shall be no separate measurement or payment for preparing or developing Storm Water Pollution Prevention Plans, or for preparing NOI's or NOT's or obtaining an AZPDES Permit, all these costs being considered incidental to the cost of the project.

Use of individual BMP items shall conform to the Contractor's approved Storm Water Pollution Prevention Plan (SWPPP).

Measurement and Payment

This project includes a pay item "ALLOWANCE FOR STORMWATER POLLUTION PREVENTION BEST MANAGEMENT PRACTICE (BMP'S)". The amount of this allowance is determined by the Engineer, and is not subject to individual bid pricing. All bidders shall incorporate the amount pre-entered in the bid proposal and shall reflect the same in the total amount bid for this project.

Payment for various types of necessary BMP's shall be made from this allowance based on approved invoiced cost of the materials only, plus taxes, and a maximum 15 percent markup for overhead and profit. There will be no separate measurement or payment for the preparation or development of the Storm Water Pollution Prevention Plan; labor or equipment necessary to install, maintain or remove the BMP materials; moving existing BMP materials from one location to another on the same project; or constructing BMP swales or berms, all of these costs being considered incidental to the cost of the project.

3. **301 SUBGRADE PREPARATION:** Add the following to **Subsection 301.1, DESCRIPTION:**

The work under Subgrade Preparation consists of all excavating and grading work necessary to bring the existing surface to the section specified on the plans prior to the covering of the prepared subgrade with pavement base materials.

4. **301 SUBGRADE PREPARATION,** Delete **Subsections 301.7, MEASUREMENT, and 301.8, PAYMENT,** and substitute the following:

301.7 MEASUREMENT:

Measurement for subgrade preparation shall be made by the square yard of the roadway areas excavated and graded and subsequently covered with pavement base materials. Payment for necessary grading for items outside of the lip of gutter shall be included in the cost of those items.

301.8 PAYMENT

Payment will be made at the unit price quoted in the bid proposal for the bid item "SUBGRADE PREPARATION".

5. **317 ASPHALT MILLING** Add the following to **Subsection 317.2 CONSTRUCTION REQUIREMENTS** and **Subsection 317.3 MEASUREMENT AND PAYMENT:**

317.2 CONSTRUCTION REQUIREMENTS

The Contractor shall mill existing pavement adjacent to existing gutters to a point approximately 1-3/4 inch below the gutter lip. Depth of grinding shall be measured from the top of the concrete gutter. The grinding will taper to 2-inches at a line 12 feet from the gutter lip and continue at 2-inch depth to the limits as dimensioned on the plans. All existing material built up over the gutter shall be removed as part of this work. The Contractor shall also mill transverse to the traveled roadway at endpoints of overlay, per dimensions and locations shown on the plans and at intersecting side streets when directed by the Engineer to ensure smooth transition between existing pavement and new overlay pavement.

The Contractor shall protect all milled surfaces from deterioration, and shall repair any damage prior to placing overlay pavement. The Contractor shall also protect adjacent properties from damage that could be caused by loose tailings.

The Contractor shall notify Steve Poole, at the Maricopa County Department of Transportation (MCDOT) (602-506-8660) prior to milling in the 107th Avenue and Indian School Road signalized intersection and also notify the

Engineer at any other location where traffic signal loop detectors may be damaged by the milling operation. Each of these locations will be reviewed, and the milling operation may be modified to avoid damage to the loops. This may necessitate the use of smaller milling heads in these locations. Any additional costs associated with handling these special areas shall be considered incidental to the cost of milling. The Contractor shall be responsible for the cost of replacement of damaged signal loops if the Maricopa County Department of Transportation (MCDOT) and the Engineer are not notified prior to the milling operation.

317.3 MEASUREMENT AND PAYMENT:

Measurement for pavement milling will be by the square yard. Payment will be made at the unit price bid for 'ASPHALT CONCRETE PAVEMENT MILLING', and shall be considered compensation in full for all labor, materials, and equipment necessary to satisfactorily complete the work

6. **321 PLACEMENT AND CONSTRUCTION OF ASPHALT CONCRETE PAVEMENT**, Add the following to **Subsection 321.1 DESCRIPTION:**

The permanent asphalt concrete roadway section shall consist of two lifts of the following:

A pavement base course of 4-inches compacted thickness of Type A-1 1/2 dense graded asphalt laid in one course over top of compacted aggregate base course.

The surface course shall consist of 2-inches compacted thickness of Type D-1/2 dense graded asphalt concrete laid in one course over top of the base course asphalt concrete pavement.

The base course asphalt concrete pavement and the surface course asphalt concrete pavement shall have a combined compacted pavement thickness of 6-inches laid over top of a 6-inch aggregate base course compacted to 100%.

The permanent asphalt concrete overlay pavement section shall consist of one lift of the following:

The surface course shall consist of 2-inches compacted thickness of Type D-1/2 dense graded asphalt concrete laid in one course overtop of the 2" milled existing asphalt concrete pavement surface.

Measurement and Payment

Measure and Payment shall be made at the bid price per ton for "ASPHALT CONCRETE SURFACE COURSE TYPE D-1/2, 2" THICK", ASPHALT CONCRETE BASE COURSE TYPE A 1-1/2, 4" THICK", and "EMULSIFIED ASPHALT FOR TACK COAT, TYPE SS-1h" complete-in-place as specified above, and within the areas as shown on the plans. "SUBGRADE PREPARATION", "ASPHALT CONCRETE PAVEMENT MILLING" and "AGGREGATE BASE COURSE" materials, where required, will be measured and paid separately under those bid proposal items.

7. **340 CONCRETE CURB, GUTTER, SIDEWALK RAMPS, DRIVEWAY AND ALLEY ENTRANCE**, Add the following to **Subsection 340.2.1 Detectable Warnings; Subsection 340.3.1 Detectable Warnings; Subsection 340.5 MEASUREMENT; and Subsection 340.6 PAYMENT:**

Add the following to **MAG Subsection 340.2.1 Detectable Warnings:**

Detectable warning material shall meet the latest ADA requirements and be cast iron with natural finish. Approved detectable warning material manufacturers include:

- a. Neenah Foundry;
- b. Deter Foundry
- c. US Foundry

Add the following to **MAG Subsection 340.3.1 Detectable Warnings:**

Detectable warning plates shall be installed per manufacturer's recommended specifications. The layout of plates shall be determined by the Contractor, and if necessary, pre-cut as needed prior to beginning the installation process. Plates shall not be cut to less than half their size. Plates shall be cut as recommended by the manufacturer.

Add the following to **MAG Subsection 340. 5 MEASUREMENT and 340.6 PAYMENT:**

Sidewalk Ramps, Measurement and Payment

Sidewalk ramps shall be constructed in accordance with Phoenix Standard Details or special details called out on the plans.

Payment for sidewalk ramps will be made under the bid items for "CONCRETE SIDEWALK", "CONCRETE CURB AND GUTTER", and TRUNCATED DOMES FOR SIDEWALK RAMPS, and shall include all costs for labor, materials, equipment, forming, placement and finishing for complete sidewalk ramp installation. The cost of any special curb at the back of sidewalk ramps shall be measured by the square foot and paid for as "CONCRETE SIDEWALK".

Decorative pavement or concrete as shown on the plans and used in sidewalk areas shall be measured and paid for each under the bid item "DECORATIVE SIDEWALK RAMP PER DETAIL", including all subgrade preparation, leveling, etc. to provide a complete installation.

Concrete Driveway and Sidewalk Slab Connections, Measurement and Payment

This work shall consist of constructing concrete driveway and sidewalk slab connections to match existing at locations shown on the plans or requested by the Engineer. The slab thickness shall conform to the applicable driveway or sidewalk detail.

Measurement and payment for this work shall be made per square foot complete and in place for the appropriate pay item "CONCRETE DRIVEWAY ENTRANCE" or "CONCRETE SIDEWALK" per standard details indicated on the plans

Mountable Curb and Gutter, Measurement and Payment

Mountable curb and gutter shall be constructed in accordance with MAG Detail 220-2, Type E, where shown on the plans.

Measurement shall be made per linear foot complete in place, and payment will be made under the bid item for "COMBINED CONCRETE CURB AND GUTTER, STD. DETAIL 220, TYPE 'A', H=6".

8. **345 ADJUSTING FRAMES, COVERS, VALVE BOXES, AND WATER METER BOXES,** Revise **Subsection 345.1 DESCRIPTION,** **Subsection 345.5 MEASUREMENT,** and **Subsection 345.6 PAYMENT** as follows:

Delete **Subsection 345.1 DESCRIPTION** in its entirety, and substitute the following:

Adjustment of manhole frames, covers, clean outs, valve boxes, survey monument boxes (and water meter boxes if located in the pavement) to finish grade shall be done AFTER placement of the final surface course pavement.

Any missing manhole frames or covers and water valve or survey monument box hardware (such as lids, for example) shall be reported in writing to the Engineer during the initial lowering process to allow arrangements to be made to obtain replacement hardware. Missing hardware that is properly reported to the Engineer will be supplied to the Contractor by the City of Phoenix or the appropriate private utility company.

Replacement of any missing hardware that was not reported to the Engineer initially as specified, that comes up missing later when these facilities are brought back up to finish grade, shall be the full responsibility of the Contractor, at no additional cost to the City.

In addition, all manhole frames and covers, water valve and survey monument boxes or other related hardware removed by the Contractor during the lowering process shall be maintained in a secure area, and the Contractor shall bear full responsibility for this hardware material. Any hardware lost by the Contractor shall be replaced in-kind, at no additional cost to the City.

All areas of existing pavement removed for adjustments that will be subjected to traffic prior to placement of final concrete collar rings shall be temporarily filled with hot-mix Type D-1/2 asphalt and roller-compacted flush with the adjacent pavement. There shall be no separate measurement or payment for this temporary hot-mix asphalt or placement or subsequent removal, the cost being considered incidental to the cost of the adjustment.

After removal of asphalt pavement in the area of adjustment, and prior to placement of the final concrete collar ring around the frame or valve box (as shown on City of Phoenix Detail P-1391 and MAG Detail 422), the asphalt pavement in proximity of the adjustment shall be rolled with a self propelled, steel wheel roller.

The concrete collar ring around the frame or valve box shall be circular, and shall be a minimum of eight (8) inches thick, placed flush with the adjacent new pavement surface. At a minimum, concrete shall be MAG Class 'AA' on all paved streets. All concrete shall be obtained from plants approved by the Engineer.

A single No. 4 rebar hoop shall be placed in each adjustment collar. The hoop diameter shall be such that its placement is centered between the edge of the manhole frame or valve box, and the outside edge of the concrete collar. The depth of the hoop shall be such that it is centered in the thickness of the collar. Each concrete ring shall be scored radially at quarter-circle points. Score lines shall be 1/4-inch wide by 1/2-inch deep. The concrete collar surface shall be rough broom-finished. All pavement removed for adjustments shall be replaced with concrete.

Traffic shall not be allowed on the collars until the concrete has reached a minimum compressive strength of 2500 psi on residential streets, and 3000 psi on collector and major streets. On major streets, the Contractor shall use "high-early" cement in the concrete mix, approved by the Engineer, to minimize delay in re-opening the street to traffic.

Prior to commencing work on the adjustments, the Contractor shall submit a written adjustment plan and schedule to the Engineer for approval.

Sewer manhole frames and covers shall be matched, kept together, and replaced to their original locations. The Contractor shall remove existing asphalt, chip seal, or other materials from all sewer manhole covers and water valve box lids to be adjusted on this project. The Contractor's method for removal shall be approved by the Engineer prior to actual work. Cover cleaning shall be completed prior to adjustment of frames. Also, all water valve risers shall be thoroughly cleaned to fully expose the valve operating nut.

QUARTER SECTION MAPS FOR WATER AND SEWER LINES

The Contractor may obtain up to three sets of waterline and sewerline quarter section maps for the streets included in this project after the contract is awarded and issued. To order the maps, the Contractor shall bring an official contract specification book and a list of desired quarter section maps to the Technical Support Services counter on the 8th Floor of City Hall, 200 W. Washington Street. Up to three sets of maps will be provided at no cost to the Contractor. If more than three sets are requested, the Contractor shall purchase the additional sets.

WATER VALVE AS-BUILTS

Upon completion of water valve box adjustments, the Contractor shall provide one complete accurate and clearly legible set of as-built waterline Quarter Section maps to the Engineer. The Contractor shall mark and color code all water valves on the maps as follows:

Blue- All valves shown on the Q.S. map found and adjusted.

Yellow- All valves shown on the Q.S. map but not found in the field.

Red- Any valve not shown on the Q.S. maps but discovered and adjusted. (Draw valve symbol on map at appropriate location and provide offset and location dimensions for valves in this category.)

Delete **MAG Subsections 345.5 MEASUREMENT and 345.6 PAYMENT** and substitute the following:

345.5 MEASUREMENT

Measurement for adjustments shall be per each respective item.

345.6 PAYMENT

Payment for the appropriate item will be made at the unit price bid for 'ADJUST EXISTING MANHOLE FRAME AND COVER, STANDARD DETAIL 422'; 'ADJUST EXISTING TYPE 'A' WATER VALVE, STANDARD DETAIL P-1391 AND P-1391-1'; 'ADJUST EXISTING SEWER CLEAN-OUT FRAME & COVER, STANDARD DETAIL P-1270'; 'ADJUST SURVEY MONUMENT HANDHOLE FRAME AND COVER, STD DET P-1270'; or ADJUST EXISTING WATER METER BOX & COVER. Payment will include all labor, materials, and equipment necessary to satisfactorily clean and make complete adjustments.

There will be no separate measurement or payment for adjusting NEW manhole frame & covers, valve boxes, sewer clean-out frame & covers or water meter boxes constructed with the project. Payment for adjusting these new facilities is considered included in the price bid for the appropriate new item.

9. Add the following new **Section 346 ADJUSTING NON-CITY UTILITIES** as follows:

346.1 DESCRIPTION

The utility companies may utilize the Contractor to adjust their frames, covers, and valve boxes for this project.

The Contractor shall coordinate with the Engineer and the representatives of the various utilities regarding the adjustment and the inspection requirements of their facilities. The Contractor shall be responsible for obtaining and adhering to the specifications and any other special requirements from the utility companies.

346.2 MEASUREMENT

Measurement of adjusted private utility features shall be on a per each basis.

346.3 PAYMENT

Payment for this work will be made at the unit price bid per each item adjusted to grade, under the proposal item "ADJUSTING FRAMES, COVERS, VALVE BOXES ON EXISTING NON-CITY UTILITIES, CONTINGENT ITEM", and shall be compensation in full for complete and final adjustment, including any utility inspector costs associated with these adjustments, regardless of the type of manhole or valve. The individual utility companies have the right to accept or reject the Contractor's bid price for their portion of adjustments. If the utility company rejects the Contractor's price, the utility company will adjust their own facilities and the item quantity will be adjusted accordingly.

10. Add the following new **Section 362 UNDERGROUND POWER INSTALLATION** as follows:

362.1 TRENCHING FOR UNDERGROUND STREET LIGHT CIRCUITS

Materials and construction shall be in accordance with the Salt River Project (SRP) "Underground Distribution Construction Standards", MAG, City of Phoenix Standard Specifications and these Special Provisions.

The Contractor shall provide all trenching, bedding, backfilling and compacting for street light circuits as shown on the plans. The Contractor shall utilize a commercial-source cement-enriched slurry aggregate backfill for any trench within roadway pavement in the City's right-of-way. The slurry aggregate base course shall be per Section 728. The slurry shall have a minimum 8-inch slump, and a minimum of 25 psi compressive strength and a maximum of 100 psi based on a 28 day test.

Only commercial-source cement-enriched slurry ABC will be allowed. Batch mixing of slurry on-site by the Contractor will not be allowed. The Contractor shall submit the commercial source mix design for cement-enriched slurry ABC at the pre-construction meeting, along with all other required commercial mix designs. The trench shall be backfilled in accordance with City of Phoenix Standard Detail P1200.

The Contractor shall furnish and install ground rods, and install junction boxes provided by Salt River Project (SRP).

The Contractor shall install SRP-furnished flat strap in all conduit runs.

The Contractor shall install SRP-furnished electronic markers at the ends of all conduits coming out of the junction boxes.

The Contractor shall be responsible for obtaining the SRP Standards from the SRP by contacting Steve Leslie at (602) 236-0424.

All work will be subject to inspection by Salt River Project (SRP) and City of Phoenix forces. The Contractor shall call Steve Leslie at (602) 236-0424 at least five (5) working days prior to starting trench work to meet with the SRP Inspector and review inspection requirements.

The SRP Liaison Agent is Steve Leslie at (602) 236-0424.

Trenching shall be completed prior to sidewalk construction and ahead of pole installation. The Contractor shall backfill and compact the trench in accordance with Section 601. The trench shall be per SRP plans.

Measurement and Payment

Measurement shall be per linear foot, and payment shall be at the unit price bid per linear foot for "TRENCHING FOR STREET LIGHT CIRCUIT" and shall be compensation, in full, for all labor, equipment and materials necessary for the satisfactory completion of trenching and bedding; furnishing and installing conduit and sweeps; furnishing and installing ground rods; installing SRP-provided junction boxes; installing SRP-provided flat strap in conduits and SRP electronic markers at the ends of all conduit runs; any and all related items; and backfilling and compacting in accordance with the plans, Standard Specifications and these Special Provisions.

11. Add the following new **Section 363 STREET LIGHTING INSTALLATION** as follows:

363 STREET LIGHTING INSTALLATION

Description

The Contractor shall furnish and install all above-ground street light equipment (poles, luminaire arms, luminaires, photocells, etc.) in accordance with the plans.

The Contractor shall submit shop drawings for review and approval by the Engineer and the appropriate Power Company on all street light equipment to be provided by the Contractor.

The Contractor shall coordinate street light equipment installation efforts to avoid any damage to other elements of project construction, and shall provide a complete, connected system installation ready for the Power Company to pull conductor wires and energize the street light system.

All work will be subject to inspection by the Power Company and City of Phoenix forces. The Contractor shall call the Power Company at least five (5) working days prior to starting work to meet with the Power Company Inspector and review inspection requirements.

Measurement and Payment

Measurement shall be per each complete street light installed, and payment shall be at the unit price bid per each for "FURNISH AND INSTALL STREET LIGHT PER C.O.P. STREET LIGHTING PROCEDURES, STANDARDS AND SPECIFICATIONS MANUAL" and shall be compensation in full for all labor, equipment and materials necessary for the satisfactory installation of street light equipment, including furnishing and installing street light poles, luminaire arms, luminaires, photocells, and all other related equipment items in accordance with the plans, Standard Specifications and these Special Provisions.

12. **401 TRAFFIC CONTROL**, Add the following to **Subsection 401.4 TRAFFIC CONTROL MEASURES**:

SEQUENCE OF CONSTRUCTION

The sequence of construction shall conform to the requirements of the Special Traffic Regulations.

The project shall follow a phasing plan approved by the Engineer. All lanes shall be maintained on a paved surface at all times during construction. This may be accomplished by using existing, new, or temporary asphalt pavement. Trenches shall be completely backfilled and either paved with temporary asphalt pavement, or covered with metal plating as necessary to comply with this requirement and the "Special Traffic Regulations".

Night work will **not** be allowed on this project.

The right to direct the sequence of construction is a function vested solely with the Engineer. Prior to commencement of the work, the Contractor shall prepare and submit to the Engineer, a written phasing plan and work schedule for the project. This plan and work schedule shall be submitted to the Engineer at the Preconstruction Conference for review.

When approved, the phasing plan and work schedule shall not be changed without the written consent of the Engineer. Orderly procedure of all work to be performed under this contract shall be the full responsibility of the Contractor. The work schedule shall include the hours per day and the days per week that the Contractor plans to work on the project site.

TEMPORARY PAVEMENT

Temporary pavement shall be asphalt concrete, Type C-3/4, 2-inches thick. The temporary pavement shall be placed as required to maintain traffic and pedestrians on pavement at all times, or as directed by the Engineer.

On this project, it is expected that no more than **1,585 tons** of Type C-3/4 temporary asphalt pavement will be required.

There will be no direct measurement or payment for furnishing, installing, maintaining, or removing the first **1,585 tons** of temporary asphalt pavement, the cost being considered incidental to the cost of the project. If more than the expected amount of temporary asphalt pavement is required by the Engineer, a fair contract unit price based on actual and recent historic unit bid prices for permanent asphalt pavement will be negotiated and paid to the Contractor.

13. **401 TRAFFIC CONTROL**, add the following to **Subsection 401.5 GENERAL TRAFFIC REGULATION**:

TRAFFIC REGULATIONS

- A. The following shall be considered major streets:

107th Avenue

Indian School Road

Camelback Road

- B. All traffic and/or traffic control devices on this project shall be provided, maintained and/or controlled as specified in the City of Phoenix Traffic Barricade Manual, 2007 edition and addendums thereof.
- C. Permission to restrict City streets, sidewalks and alleys (street closure permits) shall be requested as specified in Chapter 3 of the City of Phoenix Traffic Barricade Manual, 2007 edition and addendums thereof.
- D. Unless otherwise provided for in the following "Special Traffic Regulations", all traffic on this project shall be regulated as specified in Chapter 4 of the City of Phoenix Traffic Barricade Manual, 2007 edition and addendums thereof.
- E. No deviation from the "Special Traffic Regulations" will be allowed or implemented unless submitted to the Engineer for review and approval at least 14 days prior to proposed work.
- F. Only City of Phoenix certified contractors can set, move or remove temporary traffic control devices (signs, barricades, etc.). This annual certification can be scheduled by calling 602-262-6235.

- G. Civil sanctions for temporary traffic control violations apply as follows:

Civil Sanction Per Day	Violation Description
\$1,500	Creating an eminent risk of death or injury to the public within the public right-of-way
\$1,000	Restricting the right-of-way without proper certification or a right-of-way temporary use permit
\$1,000	Restricting traffic during peak traffic hours as described in the <u>Traffic Barricade Manual</u> without authorization
\$1,000	Failing to correct or cure a violation, as listed in this table, within the time period stated on the warning notice
\$1,000	Restricting traffic at signalized intersections without any work occurring
\$500	Closing a sidewalk improperly or closing a sidewalk without proper certification or closing a sidewalk without a right-of-way temporary use permit
\$500	Violating the restriction limits, times and locations, of the right-of-way temporary use permit
\$500	Missing or improper use of advance warning signs
\$500	Missing or improper use of barricades and channelizing devices
\$250	Leaving advanced warning signs facing traffic after restriction has been removed – per one traffic direction
\$250	Leaving traffic control devices in the right-of-way twenty-four hours after right-of-way temporary use permit expires, unless a request for a permit extension is received by the City prior to the expiration of such permit
\$250	Use of “unacceptable” quality traffic control devices as described in the <u>Traffic Barricade Manual</u>
\$250	Rendering a bus stop inaccessible without relocating it or making other accommodations

- H. Parking Meter Fees: To take a parking meter out of service requires a \$35 application fee and \$10 per meter per day.
- I. The City has the authority to remove and store temporary traffic control devices in emergency situations or as a last resort if the barricade owner will not pick them up. The City will assess removal and storage fees accordingly.

14. **401 TRAFFIC CONTROL**, Add the following to **Subsection 401.5 GENERAL TRAFFIC REGULATION**:

SPECIAL TRAFFIC REGULATIONS

107th Avenue: Indian School Road to Camelback Road

Traffic restrictions at the intersection of 107th Avenue and Indian School Road shall be approved by the Maricopa County Department of Transportation.

Traffic restrictions and portable variable message board placement on 107th Avenue south of Indian School Road shall be approved by the City of Avondale.

107th Avenue can be reduced, when construction requires, during the times indicated below:

Two lanes (one each way) plus left-turn lanes at signalized intersections from 8:30 a.m. to 4:00 p.m. weekdays and during working hours on weekends.

Two lanes (one each way) plus left-turn lanes at signalized intersections from 9:30 p.m. to 6:00 a.m. weeknights, and from 9:30 p.m. Saturday to 6:00 a.m. Monday.

Four lanes (two each way) plus left-turn lanes at signalized intersections from 6:00 a.m. to 8:30 a.m. and from 4:00 p.m. to 7:00 p.m. weekdays.

Four lanes (two each way) plus left-turn lanes at signalized intersections from 8:30 a.m. to 4:00 p.m. and from 7:00 p.m. to 9:30 p.m. weeknights.

All lanes shall remain open from 6:00 a.m. to 8:30 a.m., and 4:00 p.m. to 7:00 p.m. weekdays, and from 9:30 p.m. Friday to 9:30 p.m. Saturday.

Indian School Road and 107th Avenue Intersection

Camelback Road and 107th Avenue Intersection

All lanes on Indian School Road and Camelback Road at the intersection of 107th Avenue shall remain open at all times during construction.

Portable Variable Message Boards

Portable Variable Message Boards (VMB) shall be provided on this project at the following locations, 24 hours per day, from at least 14 days prior to any roadway restrictions until all roadway traffic restrictions are removed:

- Northbound 107th Avenue, approximately 1,320 feet south of Indian School Road intersection;
- Southbound 107th Avenue, approximately 1,320 feet north of Camelback Road intersection;
- Westbound Indian School Road and Camelback Road, approximately 1,320 feet east of 107th Avenue;
- Eastbound Indian School Road and Camelback Road, approximately 1,320 feet west of 107th Avenue

Police Officer Requirements

The Contractor shall provide one off-duty police officer, as defined in the City of Phoenix Traffic Barricade Manual, latest edition, at signalized intersections affected from 6:00 a.m. to 7:00 p.m. weekdays, and during working hours nights and weekends when traffic is restricted (as described in the City of Phoenix Traffic Barricade Manual, latest edition).

When construction activities do not restrict traffic through the intersections, police officer hours may be reduced or suspended at the direction of the Engineer.

Signalized Intersection Requirements

The Contractor shall notify the Engineer and Steve Poole, Maricopa County Department of Transportation (MCDOT) (602-506-8660) MCDOT at least 72 hours prior to the start of any construction in the vicinity of a signalized intersection where traffic signals may be affected.

The Contractor shall provide the Engineer and the Maricopa County Department of Transportation (MCDOT) (602-506-8660) MCDOT a written schedule indicating days, times and specific locations where traffic signals will be interrupted or modified. **When work has been completed, the Contractor shall immediately notify the Engineer and Maricopa County Department of Transportation.**

Local Access Requirements

The Contractor shall maintain local access to all side streets, access roads driveways, alleys, and parking lots at all times and shall notify residents 72 hours in advance of any restrictions which will affect their access. The Contractor shall restore the access as soon as possible. If the primary access cannot be restored in a timely manner, the Contractor shall provide an alternative which shall be pre-determined with the residents prior to imposing any restrictions. Any local street restrictions imposed shall be such that local area traffic circulation is maintained.

Business Access Requirements

Access shall be maintained to adjacent businesses at all times during their hours of operation. Access may be maintained by such measures as constructing driveways in half sections, or by providing bridging over new concrete. Properties with multiple driveway access shall not have more than one driveway access restricted at any given time. While the one driveway is restricted, access to the other adjacent driveways shall be maintained and unrestricted. Each individual driveway access restriction shall be no more than fourteen (14) calendar days. Any business restrictions shall be coordinated with the affected business in writing at least fourteen (14) days prior to imposing restrictions.

School Access Requirements

The Contractor shall provide clean and safe school zones, crosswalks, and walkways for students attending nearby schools during all hours of school use.

This may require backfilling trenches, temporary pavement, shoring, plating, or pedestrian bridges with handrails across open trenches.

In addition to school zones and crosswalks, the Contractor shall maintain accessibility to all school bus routes during all hours of school use. The Contractor shall notify the school principal(s) and the school Transportation Director at least fourteen (14) days prior to any restrictions, and shall restore access as soon as possible.

City Park Access Requirements

The Contractor shall maintain access to Dust Devil Park at 10645 W. Camelback Road during park hours. Any restrictions shall be coordinated with the appropriate Parks District Supervisor at least fourteen (14) days in advance, and full access shall be restored as soon as possible.

Roosevelt Irrigation District (RID) Access Road Requirements

RID access to maintenance roads shall remain open at all times. Any restrictions shall be coordinated with the appropriate RID District Supervisor at least fourteen (14) days in advance, and full access shall be restored as soon as possible

Coordination With Other Agency Projects

The Contractor shall coordinate and schedule work to minimize disruption or conflicts with any other Agency projects that may be underway in the vicinity.

Any work that may affect this project shall be coordinated with the appropriate Agency contact at least fourteen (14) days in advance.

Sanitation Pick-up

The Contractor shall provide sanitation pick-up for affected residents by relocating trash containers, or by providing alternative measures acceptable to the Public Works Department, Sanitation Division (602) 256-3310.

Special Events

If there are special events scheduled to take place during the construction of this project. The Contractor shall coordinate these events with the construction schedule. No additional compensation for delays associated with special events will be considered.

Special Sign Requirements

The Contractor shall provide, install and maintain advance notification; public informational; and directional access signs (for businesses, churches, hospitals, schools, etc.) that may be required by the Engineer. These signs may include, but are not limited to portable changeable message signs, radar/speed sensing trailers and other applicable Intelligent Transportation System type devices. The cost shall be included in the bid item for Traffic Control Devices.

Flagging of Traffic

No flagging of traffic will be permitted during the peak traffic hours of 6:00 a.m. to 8:30 a.m. and 4:00 p.m. to 7:00 p.m. weekdays. If construction requires, intermittent flagging will be allowed from 8:30 a.m. to 4:00 p.m. if approved by the Engineer, to facilitate access for heavy construction equipment.

Traffic Control Plan

The Contractor shall submit a traffic control plan for approval, showing placement of all traffic control devices, including all conflicting signs to be covered/removed or relocated, or other features that may conflict with the placement of temporary signage. This plan shall be professionally drawn on a 24" x 36" reproducible medium, and shall be submitted to the Engineer at the Pre-Construction meeting or before. The Contractor shall allow the Engineer fourteen (14) calendar days for review and approval of an acceptable plan.

Temporary Traffic Control Zone and Safety

At the Pre-Construction conference, the Contractor shall designate an employee, other than the Project Superintendent, who is knowledgeable in the principles and methods of proper traffic control and safety. This

employee shall be available on the project site during all periods of construction to coordinate and maintain safe, acceptable and effective temporary barricading whenever construction affects traffic. This person shall be authorized to receive and fulfill instructions from the Engineer and shall supervise and direct traffic control. Instructions and information given by the Engineer to this person shall be considered as having been given to the Contractor.

Failure to maintain temporary traffic control devices in accordance with the City of Phoenix Traffic Barricade Manual, latest edition, the approved Traffic Control Plan, and directives by the Engineer shall result in suspension of work and/or civil sanctions until deficiencies are corrected to the satisfaction of the Engineer.

Safety Fencing Requirement for Trenches and Excavations

The Contractor shall provide safety construction fencing around all open trenches and excavations during all non-working hours.

The Contractor shall provide for the safety and welfare of the general public by adequately fencing all excavations and trenches that are permitted by the Engineer to remain open when construction is not in progress.

Fencing shall be securely anchored to approved steel posts located six (6) feet on centers, having a minimum height of six (6) feet, and shall consist of wire mesh fabric of sufficient weight and rigidity to adequately span a maximum supporting post separation of six (6) feet.

The fencing, when installed about the periphery of excavations and trenches, shall form an effective barrier against intrusion by the general public into areas of construction. Fencing shall not create sight distance restrictions or visual obstructions. At all times when construction is not in progress, the Contractor shall be responsible for maintaining the fencing in good repair, and upon notification by the Engineer, shall take immediate action to rectify any deficiency. Prior to the start of any excavating or trenching required for the execution of the proposed work, the Contractor shall submit to the Engineer for approval, detailed plans showing types of materials and methods of fabrication for the protective fencing.

There will be no separate measurement or payment for furnishing, installing, or maintaining protective fencing. The cost shall be considered incidental to the cost of the pipe and/or structures.

15. **401 TRAFFIC CONTROL**, Add the following to **Subsection 401.10 PAYMENT**:

ALLOWANCE FOR UNIFORMED, OFF-DUTY LAW ENFORCEMENT OFFICER

This project includes a lump sum "ALLOWANCE FOR UNIFORMED, OFF-DUTY LAW ENFORCEMENT OFFICER. The amount of this allowance is determined by the Engineer, and is not subject to individual bid pricing. All bidders shall incorporate the amount pre-entered in the bid proposal and shall reflect the same in the total amount bid for this project.

Payment for uniformed, off-duty law enforcement officers shall be made from this allowance based on approved invoiced cost plus taxes, and a maximum 10 percent markup for overhead and profit.

TRAFFIC CONTROL

Payment for traffic control will be on a lump sum basis for Traffic Control Devices.

16. Add the following new **Section 402 ADDITIONAL CONSTRUCTION REQUIREMENTS** as follows:

402.1 FIELD DOCUMENTATION

The Contractor shall document existing conditions within the project area prior to construction. Documentation shall be video tape. The video tape shall not be made from a moving vehicle. One copy of the video tape shall be furnished to the City prior to the start of construction. The cost of the video taping shall be considered incidental to the cost of the project. No separate measurement or payment shall be made for this item.

402.2 CONTRACTOR COMMUNICATION INFORMATION

The Contractor shall provide a pager and mobile phone to his on-site Project Superintendent to ensure that the Engineer can reach the Contractor's Superintendent. This pager and mobile phone must be accessible by local land-line telephone service. The Superintendent's pager and mobile phone shall remain in service for the duration of the project, and these phone numbers shall be included on the Contractor's list of emergency phone numbers submitted at the pre-construction conference.

402.3 TRENCH PLATING

In paved areas where vehicles will be driving over trench plating, the plates shall be set to match flush with existing pavement on all sides. Setting plates on top of the pavement surface and installing temporary asphalt ramps around them will not be allowed.

402.4 TRENCHING IN RIGHT OF WAY

The Contractor shall not be allowed to stockpile trench material or store any equipment other than the mainline track hoe within the right-of-way of 107th Avenue from Indian School Road to Camelback Road. The Contractor shall secure temporary 6' chain link fence around the track hoe during non-working hours.

402.5 MAXIMUM OPEN TRENCH

No more than 330 linear feet of open trench shall be allowed on 107th Avenue from Indian School Road to Camelback Road. Trenches across driveways shall be plated to maintain access. The cost of these plates shall be considered incidental to the project.

402.6 CAST-IN-PLACE PIPE RESTRICTION

Cast-in-place pipe shall not be allowed as an alternate pipe in 107th Avenue from Indian School Road to Camelback Road.

402.7 POWER BROOM

The Contractor may be instructed by the Engineer to provide additional pavement cleaning (in parking lots, or other locations) above and beyond the normal expected cleanup and dust control required by MAG Section 104.1.3. If requested by the Engineer, the Contractor shall clean the requested areas with a power pick-up broom.

Use of the power pick-up broom in the special requested areas only shall be measured and paid for on an hourly basis under the bid item, 'POWER BROOM'. The number of hours listed in the bid proposal is only an estimate. Actual hours requested for this project may vary.

402.11 POLLUTION AWARENESS MARKERS

Pollution Awareness Markers (PAM's) shall be installed by the Contractor for all new catch basins and for each existing catch basin within the project limits that does not have a PAM. The PAM's will be supplied to the Contractor by the City. PAM's shall be installed at the location identified by the Engineer. For existing catch basins, flat PAM's will be supplied, and the contractor shall clean the surface with a wire brush, apply appropriate adhesive to the back of the marker, and apply the marker to the clean surface. For new catch basins, PAM's with feet will be supplied, and the Contractor shall install them as the catch basin is cast.

403.3 TRAFFIC SIGNAL LOOP DETECTORS MEASUREMENT AND PAYMENT

Payment for this item shall be at the unit price bid for each standard 5'x 40' unit and its connecting wiring.

The unit price to be paid under this item shall be compensation in full for furnishing and installing traffic signal loop detectors, including hook-up to the traffic signal controller, pavement saw cutting, sealing of saw cuts and any other work required for proper operation.

403.4 STREET LIGHTING

It is the intent of the City of Phoenix to maintain a minimum of one (1) side lighting at all times during construction. The Contractor shall coordinate with Salt River Project and the Engineer to accomplish this task.

17. **430 LANDSCAPING AND PLANTING**, Add the following to **Subsection 430.3 PLANT ESTABLISHMENT GUARANTEE AND MAINTENANCE** and **Subsection 430.15 MEASUREMENT AND PAYMENT**:

430.3 PLANT ESTABLISHMENT GUARANTEE AND MAINTENANCE

Prior to final acceptance of the landscaping, the Contractor shall provide the City of Phoenix Street Transportation Department Street Maintenance Division with all water and electrical account numbers and billing information. Final acceptance will not be granted until this information is given to the Street Transportation Department Horticulturalist, 200 W. Washington Street 5th Floor in Phoenix, AZ. 85003 (602) 534-9898.

430.15 MEASUREMENT AND PAYMENT

Measurement and payment for plant establishment guarantee and maintenance shall be on a monthly basis for acceptable landscape maintenance under the bid item "PLANT ESTABLISHMENT GUARANTEE AND MAINTENANCE". No payment shall be made for unacceptable maintenance. When acceptable corrections have been made for the monthly inspection, the monthly payment will be released. Upon final acceptance, the final monthly payment will be made.

18. Add the following new **Section 434 ADDITIONAL LANDSCAPING REQUIREMENTS** as follows:

434.1 PLANT SWALES AND TREE STAKING

Prior to preparing plant swales and staking trees, the Contractor shall have a representative sample of tree and shrub swales, and tree staking inspected and approved by the Engineer and Landscape Architect for conformance with project plans and specifications.

The Contractor shall correct any swales or staking that do not conform to the approved representative samples.

There will be no separate measurement or payment for swales or staking. The cost shall be considered incidental to the cost of the plant materials.

434.2 TRIMMING NEWLY PLANTED TREES

The Contractor shall trim all newly planted trees as necessary prior to staking so that low branches are removed where standard trees are required. Trees shall be trimmed so that the tree is balanced and a central leader is maintained. When necessary, excess branching shall be thinned so that a strong branching structure will develop. The Contractor shall trim with a hand-held pruner. Trimming shall be done to the satisfaction of the Engineer and the Landscape Architect.

There will be no separate measurement or payment for trimming new trees. The cost of the work shall be considered incidental to the cost of furnishing and/or installing new trees.

434.3 TRIMMING EXISTING TREES AND/OR SHRUBS IN PLACE

Where there are existing trees to remain in place, the Contractor is to perform any trimming operation required to maintain pedestrian clearance to a height of 7' and to maintain sight visibility. Trimming which involves removal of branches over 3" in diameter or removal of branches which will alter the structure of the trees shall be done by a person trained and Certified in the Practice of Arboriculture. The arborist shall present certification papers to the Engineer and Landscape Architect for approval upon request. If the tree(s) become damaged or disfigured as a result of the trimming, the Engineer and Landscape Architect may require that the tree(s) be removed and replaced in size and kind by the Contractor. Removal and replacement shall be done at the Contractor's expense.

Trimming existing trees and shrubs in place includes trimming of branches or foliage which overhang existing walls or fences where the branches create a problem for pedestrian clearance or for visibility. Trimming of existing trees shall be done according to plans as noted and as directed by the Engineer and Landscape Architect.

There will be no separate measurement or payment for trimming existing trees in place. The cost of the work shall be considered incidental to the cost of the project.

434.4 PRUNING ROOTS OF EXISTING TREES

If construction impacts the roots, trunk or branches of existing trees that are designated to remain in place, the Contractor shall take all necessary precautions to ensure the survival and protection of the tree. The Contractor shall hire a Certified Arborist to investigate the areas surrounding existing trees to be saved in place, and locate existing roots. Existing roots shall be excavated by hand, and hand-pruned as necessary to where the root is healthy. The Arborist shall also make necessary recommendations for care of the tree(s) with respect to root feeding, fertilizing, or any other items required to ensure survival.

The Arborist shall present certification papers for approval by the Engineer and Landscape Architect upon request.

There will be no separate measurement or payment for root pruning. The cost shall be considered incidental to the cost of the project.

434.5 PROVIDE PROTECTION FOR EXISTING TREES

The Contractor shall be responsible for protecting existing trees to remain in place as tagged in the field and/or

as noted on the plans. The Contractor shall provide fencing around all trees and plants which are to remain in place that could be damaged by construction activity or equipment. A minimum area shall be established around each plant based on its trunk caliper size. The minimum area shall be one (1) foot of radius for each inch of caliper. For example, if a tree has a 6" caliper, there shall be a minimum 6' radius area around the tree that shall be considered a protected zone, and a fence shall be placed at that location. The fencing shall provide protection to the trunks and limbs from damage that could be caused by construction activity or equipment.

Any trimming that is necessary to prevent construction damage to existing trees shall be pre-approved by the Landscape Architect. If the roots of existing trees could be affected in any way by construction they shall be hand excavated and trimmed as described in the Special Provision, "PRUNING ROOTS OF EXISTING TREES". Root pruning shall also be pre-approved by the Landscape Architect.

The Contractor shall be responsible for all costs associated with protection of existing trees in place. If any damage occurs to trees or other plants to remain that, in the opinion of the Engineer and Landscape Architect, destroys, aesthetically disfigures, or threatens the plant's future survival, the Contractor shall be responsible for replacing the tree in kind. Replacement trees shall be the same size as the damaged tree. Prior to selection of any replacement tree, the Contractor shall obtain approval of the size, type and purchase source from the Engineer and Landscape Architect.

There will be no separate measurement or payment for providing protection for existing trees and plants in place. The cost shall be considered incidental to the cost of the project.

19. **440 LANDSCAPE IRRIGATION SYSTEM INSTALLATION**, Add the following to **Subsection 440.9 AUTOMATIC CONTROL SYSTEM INSTALLATION**:

PHOTOVOLTAIC ELECTRIC SYSTEM AND CONTROLLER SYSTEM:

GENERAL:

- A. The work under this section shall consist of furnishing all labor, materials and equipment to install a photovoltaic electrical system to provide an electrical power source for the automatic irrigation system in accordance with the plans, details, and these Special Provisions. Note that the irrigation controller is to be mounted on this same pole see plan sheets for specific mounting details.

SUBMITTALS:

- A. Submittals required:
 - 1. Detailed shop drawings of the following :
 - 1. Photovoltaic electrical supply system consisting of the following:
 - a. Electrical diagram showing system configuration.
 - b. Photovoltaic solar panel array assembly and location.
 - c. Charge control/battery enclosure location.
 - d. Components of the charge control/battery enclosure, such as; charging/load control, sealed storage battery, lightning arrestor, and inverter to convert DC (12v) power into AC (120v) power.
 - e. Location and quantity of remote transformers with inverters to convert AC (120v) power back to DC (12v) power.
 - f. Future irrigation controller enclosure with mounting bracket location.
 - g. Galvanized steel pole and concrete footing location.
 - h. Location and Accommodation for Irrigation Controller (Irrigation Controller Cost is not part of this pay item)
 - 2. Descriptions and catalog cuts of all components and hardware.

B. Product Data:

1. Submit manufacturer's technical information for the following items:
 1. Manufacturer's information and product literature on photovoltaic solar panels
 2. Manufacturer's information and product literature on photovoltaic components and hardware.
 3. Manufacturer's information and product literature on galvanized steel pole, cap and hardware components.

PRODUCTS:

- A. Photovoltaic electrical system shall be RainSafe; Generation 1 / Level 1 Solar Power Supply, or approved equal, consist of the following:
1. 15 AMP Digital Battery Charge Controller
 2. 150W 12VDC to 24VAC / 120VAC Inverter
 3. 104 AH 12VDC Battery (airplane battery)
 4. 135W Solar Panel with Mounting Bracket
 5. Pole mounted Charge Controller and Battery Enclosure
 6. 1/2" Flex Conduit and Conduit Connectors per manufacturer's recommendations
 7. 12 THHN Black & White Wire for connection of Solar Panel to Charge Controller
 8. 4" Dia x 17.5' Galvanized Steel Pole, Cap and Hardware Components
 9. 12" x 12" x 4' deep 3000 psi Concrete Footing

EXECUTION:

- A. Photovoltaic electrical system shall be installed per selected manufacturer's recommendations and approved shop drawings.

MESURMENT AND PAYMENT:

- A. Measurement and payment for Photovoltaic Electric System shall be made on a per each basis for each controller furnished and installed.
- B. Price of bid shall be considered full compensation for all labor, materials, equipment, and all other items necessary and incidental for complete and operational Photovoltaic Electric System in accordance with the plans, details, and these Special Provisions.

Measurement shall be per each solar controller furnished and installed, and payment shall be made under the bid item "16 STATION SPRINKLER CONTROLLER, SOLAR POWERED, WITH SECURITY CABINET".

20. **505 CONCRETE STRUCTURES**, Add the following to **MAG Subsection 505.12 PAYMENT:**

CATCH BASINS

Storm drain catch basins shall be paid for at the unit price bid for each type of catch basin, as represented by the respective bid item, regardless of dimensional or other differences occurring within a particular type. The unit price to be paid under these items shall be compensation in full for furnishing and placing catch basin structures as shown on the plans and as specified, including, when applicable, all removal and replacement of existing curb, gutter and sidewalk, concrete, reinforcing steel, forming, vibrating, finishing, curing, access opening frame and cover, embedded angles, grating, anchor bolts, structural excavation, backfill, compaction, pavement replacement and any necessary modifications of catch basin structures during construction. Where shown on the plans, the Contractor shall install 3-inch diameter standard strength iron pipe through the catch basin. This pipe shall project a minimum of 6-inches past the outside wall.

21. **520 STEEL AND ALUMINUM HANDRAILS**, Add the following to **Section 520 STEEL AND ALUMINUM HANDRAILS:**

STEEL RAIL FOR HEAD WALL

Description

The work under this item consists of furnishing and installing Steel Rail including railing, posts, fittings and anchorages. The rail shall be installed at the locations and in conformance with the details on the Project Plans, these special provisions and as directed by the Engineer. All work under this section shall conform to SECTION 604 – STEEL STRUCTURES of the Arizona Department of Transportation Standard Specifications for Road and Bridge Construction, 2008 Edition, except as noted herein and on the Project Plans.

Materials

Railing and posts shall be tubular steel meeting the requirements of ASTM A500, Grade B.

The Contractor shall furnish complete copies, in triplicate, of all mill reports on steel materials furnished.

Welding shall be performed in accordance with the requirements of the current edition of the American Welding Society, Structural Welding Code, D1.1. All butt welds on exposed surfaces shall be ground flush with adjacent surfaces.

Construction Requirements

The use of expansion anchors and/or epoxy anchors will not be permitted.

Certificates of Compliance shall be submitted to the Engineer in accordance with the requirements of Subsection 106.05 of the Arizona Department of Transportation Standard Specifications for Road and Bridge Construction, 2008 Edition.

The railing shall be carefully erected, true to line and grade. Posts shall be vertical and parallel with the deviation from the vertical for the full height of the panel not exceeding 1/8 inch.

Railing panels shall be straight and true to dimensions.

All portions of the handrails and the connections shall be painted. Painting for items to be embedded in concrete shall extend a minimum of 2 inches below the finished concrete surface.

Painting shall be performed in accordance with Section 610 of the Arizona Department of Transportation Standard Specifications for Road and Bridge Construction, 2008 Edition.

After erecting the handrail, any damage or abrasion to painted surfaces or exposed steel shall be repaired in accordance with Section 610 of the Arizona Department of Transportation Standard Specifications for Road and Bridge Construction, 2008 Edition.

Shop Drawings

Prior to beginning any work on the fabrication of the Steel Rail, the Contractor shall submit shop drawings showing complete details in accordance with Subsection 105.03 of the Arizona Department of Transportation Standard Specifications for Road and Bridge Construction, 2008 Edition. Shop drawings shall show complete fabrication and erection details including fully detailed dimensions and sizes of component parts of the structure and details of miscellaneous parts.

Measurement

Steel Rail will be measured by the linear foot from end post to end post for each location specified on the Project Plans.

Payment

The accepted quantities of Steel Rail, measured as provided above, will be paid for at the contract unit price for the bid item "STEEL RAILING PER PLANS", complete in place, including all labor, materials, welding, painting, galvanizing, expansion joints, and connections.

22. **601 TRENCH EXCAVATION, BACKFILLING AND COMPACTION**, Add the following to **Subsection 601.2.6 Grading and Stockpiling** after the first paragraph:

During excavation, material suitable for backfilling shall be piled in an orderly manner, a sufficient distance back from the edges of trenches, to avoid overloading and to prevent slides or cave-ins. Material unsuitable for backfilling, or excess material, shall be hauled from the job site and disposed of by the Contractor.

23. **601 TRENCH EXCAVATION, BACKFILLING AND COMPACTION**, Add the following to **Subsection 601.2.7 Shoring and Sheeting**:

The Contractor shall do such trench bracing, sheathing or shoring necessary to perform and protect the excavation as required for safety and conformance to governing laws. The bracing, sheathing or shoring shall not be removed in one operation, but shall be done in successive stages as determined by the Engineer to prevent overloading of the pipe during backfilling operations. The cost of the bracing, sheathing or shoring and the removal of same shall be included in the unit price for the pipe.

24. **601 TRENCH EXCAVATION, BACKFILLING AND COMPACTION**, Add the following to **Subsection 601.2.8 Open Trench**:

Except where otherwise noted in the special provisions, or approved in writing by the Engineer, the maximum length of open trench, where the construction is in any stage of completion (excavation, pipe laying or backfilling), shall not exceed 1,320 feet in the aggregate at any one location.

Any excavated area shall be considered open trench until all ABC for pavement replacement has been placed and compacted. With the approval of the Engineer, pipe laying may be carried on at more than one separate location, the restrictions on open trench applying to each location. Trenches across streets shall be completely backfilled as soon as possible after pipe laying.

Substantial steel plates with adequate trench bracing shall be used to bridge across trenches at street crossings where trench backfill and temporary patches have not been completed during regular work hours. Safe and convenient passage for pedestrians shall be provided. The Engineer may designate a passage to be provided at any point he deems necessary.

25. **601 TRENCH EXCAVATION, BACKFILLING AND COMPACTION**, Add the following new **Subsection 601.2.9 Pavement and Concrete Cutting and Removal**:

601.2.9 Pavement and Concrete Cutting and Removal: Where trenches lie within the Portland cement concrete section of streets, alleys, driveways or sidewalks, etc., such concrete shall be sawcut to neat, vertical, true lines in such a manner that the adjoining surface will not be damaged. The minimum depth of cut shall be 1 ½ inches or ¼ of the thickness, whichever is greater.

Asphalt pavement shall be clean-cut with approved equipment and by approved methods in accordance with the requirements of Section 336.

No ripping or rooting will be permitted outside limits of cuts. Surfacing materials removed shall be hauled from the job site immediately, and will not be permitted in the backfill.

26. **601 TRENCH EXCAVATION, BACKFILLING AND COMPACTION**, Add the following to **Subsection 601.3.3 Bedding for Storm Sewers Maintained by the City of Phoenix**:

All Controlled Low Strength Material (CLSM) shall be provided by a commercial-source. No on-site mixing or addition of cement to aggregate base course slurry in transit mixers will be allowed.

27. **601 TRENCH EXCAVATION, BACKFILLING AND COMPACTION**, Add the following to **Subsection 601.3.4 Backfill**:

BACKFILL TYPE REQUIREMENTS FOR PIPE TRENCHES

Type "B" backfill, as shown on City of Phoenix Detail P1200, shall be used for all mainline pipe installations across major, collector, or other signalized intersections. At a minimum, the extent of the Type "B" backfill shall be from curb-return-to-curb-return through the intersection, unless noted otherwise on the plans or in the special provisions. Type "B" backfill shall also be used for all lateral pipe connections in ALL streets. Type "A-Modified" backfill (suitable native material as specified in City of Phoenix Supplement to MAG Specification Section 601.3.2, except that no piece larger than 3 inches will be allowed), as shown on City of Phoenix Detail P1200, may be used at all other locations, from the top of bedding to the specified pavement subgrade level, unless noted otherwise on the plans or in the special provisions. There is no separate measurement or payment for pipe backfill. The cost is considered included in the bid price for furnishing and installing the pipe. The pavement replacement section shall be as specified on the plans or in the special provisions, and shall be paid for by the square yard or by the ton, whichever is indicated in the special provisions and on the bid proposal.

28. **601 TRENCH EXCAVATION, BACKFILLING AND COMPACTION**, Add the following new **Subsection 601.4.5 Cutting Newly Placed Pavement for Pipe Installation**:

601.4.5 Cutting Newly Placed Pavement for Pipe Installation: In the event temporary or base course pavement must be cut in order to install pipe, the cost of sawcutting, removing and replacing the asphalt shall be considered incidental to the cost of the pipe.

29. **601 TRENCH EXCAVATION, BACKFILLING AND COMPACTION**, Add the following new **Subsection 601.6 PROTECTION OF EXISTING UTILITIES**:

601.6.1 Utilities: Unless otherwise shown on the plans or stated in the specifications, all utilities, underground or overhead, shall be maintained in continuous service throughout the entire contract period. The Contractor shall be responsible and liable for any damages to or interruption of service caused by the construction.

If the Contractor desires to simplify his operation by temporarily or permanently relocating or shutting down any utility or appurtenance, he shall make the necessary arrangements and agreements with the owner and shall be completely responsible for all costs concerned with the relocation or shutdown and reconstruction. All property shall be reconstructed in its original or new location as soon as possible and to a condition at least as good as its previous condition. This cycle of relocation or shutdown and reconstruction shall be subject to inspection and approval by both the Engineer and the owner of the utility.

The Contractor shall be entirely responsible for safeguarding and maintaining all conflicting utilities that are shown on the plans (Sections 107 and 105 apply). This includes overhead wires and cables and their supporting poles whether they are inside or outside of the open trench. If, in the course of work, a conflicting utility line that was not shown on the plans is discovered, the Contracting Agency will either negotiate with the owner for relocation, relocate the utility, change the alignment and grade of the trench or as a last resort, declare the conflict as "extra work" to be accomplished by the Contractor in accordance with Section 104.

601.6.2 Irrigation Ditches, Pipes and Structures: The Contractor shall contact the owners of all irrigation facilities, and make arrangements for necessary construction clearances and/or dry-up periods.

All irrigation ditches, dikes, headgates, pipe, valves, checks, etc., damaged or removed by the Contractor, shall be restored to their original condition or better, by the Contractor at no additional cost to the Contracting Agency.

601.6.3 Building, Foundations and Structures: Where trenches are located adjacent to building, foundations and structures, the Contractor shall take all necessary precaution against damage to them. The Contractor shall be liable for any damage caused by the construction.

Except where authorized in the special provisions or in writing by the Engineer, water settling of backfill material in trenches adjacent to structures will not be permitted.

There will be no separate measurement or payment for this work. The Contractor will include all associated costs in the unit bid price for the pipe installation.

601.6.4 Permanent Pipe Support Options and Encasements: Where 18-inch or larger mainline pipes (or other pipes as directed by the Engineer) cross under existing sanitary sewerlines (vitrified clay pipe 12-inches or smaller), the Contractor shall permanently support the sanitary sewerline per MAG Detail 403-1, 403-2 or 403-3. If the ductile iron pipe replacement option is used (403-3), and the required crossing length is more than one joint of pipe, concrete pipe supports as detailed in MAG Details 403-1 or 403-2 shall be used in addition to the ductile iron pipe. For a single joint of standard 20-foot-long ductile iron pipe replacement, the maximum trench width allowed at the point of the sewer line crossing shall be 9-feet, unless otherwise directed by the Engineer. Mechanical or restrained joints shall be required on all multiple-joint ductile iron pipe crossings.

Where waterlines, reclaimed waterlines or sanitary sewer lines (new or existing) cross over or under each other, pipeline encasements shall be provided as necessary in accordance with MAG Detail 404.

When the ductile iron pipe replacement option is used for the sewer lines, the new pipe shall be properly blocked at each end with one or more bricks resting on undisturbed or 95% compacted soil haunches outside the trench walls to prevent differential settlement.

The interior of all ductile iron pipe used for sewer lines shall be coated per the specification, "LINING FOR DUCTILE IRON PIPE USED FOR SEWER LINES" in these Special Provisions.

Upon completion of a sanitary sewer line support or encasement, including backfilling and compacting, but prior to permanent pavement replacement, the Contractor shall request, through the Engineer, a televising of the line by the City Water Services Department to ensure proper line and grade of the sanitary sewer pipe. If the pipe is out of alignment, it shall be the Contractor's responsibility to remedy the situation at no cost to the City.

If the sanitary sewer line is less than 8-inches in diameter, the Contractor shall provide the necessary equipment and televise the line to determine proper pipe alignment. The Engineer shall be present during the televising, and a video tape of the televising shall be made for the City Water Services Department for confirmation that the pipe is properly aligned. The cost of televising the line and preparing the video tape shall be included in the

bid price paid for the pipe support or encasement.

Permanent pipe supports shall be paid for at the unit price bid for each unit installed regardless of type. Encasements shall be paid for at the unit price bid per linear foot installed regardless of type. The unit price bid for either item of work shall be compensation in full for providing complete and satisfactory permanent pipe supports or encasements, including ductile iron pipe and fittings, concrete, reinforcing steel, forming, vibrating, any required earthwork, televising and videotaping, and any other incidental items necessary.

601.6.5 Electronic, Telephonic, Telegraphic, Electrical, Oil and Gas Lines: During trenching operations, underground facilities such as electronic, telephonic, telegraphic, electrical, oil and gas lines shall be supported and protected by the Contractor. Support for plastic pipes shall be continuous along the bottom of the pipe. Support for metal pipe and electrical conduit may be continuous or nylon webbing may be used for suspension at no greater than ten-foot intervals.

The Contractor shall avoid damaging any pipes, conduits or duct bank facilities during excavation, foundation and bedding placement, and trench backfilling and compaction.

601.6.6 Measurement and Payment:

There will be no measurement or payment for this work. The Contractor will include all associated costs in the unit bid price for the pipe installation.

30. **601 TRENCH EXCAVATION, BACKFILLING AND COMPACTION**, Add the following new **Subsection 601.7 CONTRACTOR CERTIFICATION OF INSTALLATION PROCEDURES**:

601.7 CONTRACTOR CERTIFICATION OF INSTALLATION PROCEDURES

When requested in the Special Provisions or by the Engineer prior to installation, the Contractor shall furnish to the Contracting Agency an affidavit (certification) from the pipe manufacturer (or his designee) stating that the Contractor is familiar with the manufacturer's suggested installation methods and procedures and the installation complies with those procedures and is consistent with MAG requirements.

Also, when required in the Special Provisions or requested by the Engineer, the pipe manufacturer or his designee will review the Contractor's methods and procedures for pipe installation in the field. The Contractor will make any adjustments in the installation as recommended by the manufacturer or his representative. If necessary, the Contractor may be required to reinstall or provide corrections to pipe installed prior to the field review at no cost to the Agency. Once the manufacturer or his representative has reviewed the Contractor's installation methods and the Contractor has adjusted his installation methods as recommended by the same, the manufacturer or his representative shall furnish to the Contracting Agency an affidavit (certification) that the Contractor's installation methods and procedures, at the time of the review, complied with the manufacturer's installation practices. The affidavit must provide the name of the manufacturer's representative witnessing the pipe installation.

31. **610 WATERLINE CONSTRUCTION**, Add the following to **Subsection 610.4 CONSTRUCTION METHODS: WATER MAIN REALIGNMENT (CONTINGENT ITEM)**

In the event of unavoidable conflict between proposed construction and an existing water main, the Contractor shall vertically and/or horizontally realign the water main in accordance with COP Detail P1370 and Section 610. No concrete thrust blocks will be allowed. All pipe shall be ductile iron with restrained joints.

The water main realignment shall include, but not be limited to, excavation, backfill, compaction, pipe, fittings,

offsets, couplings, sleeves, joint restraint and hardware. The realigned water main shall be visually inspected for leaks under line pressure prior to backfilling.

The Contractor shall arrange with the Engineer to have the line shut down in order to perform the work. At no cost to the Contractor, the City Water Services Department will provide necessary valve cut-ins, take the line out of service and flush the relocated line prior to placing it back in service.

Materials for water main realignment shall be ductile iron in accordance with COP Supplement to MAG Subsection 750.2 DUCTILE IRON WATER PIPE.

Measurement and Payment

Measurement will be made per each realignment constructed for the various water main sizes encountered.

Payment for realignment of water mains will be made at the unit price bid per each under proposal items "WATERLINE REALIGNMENT, 6" AND 8", CONTINGENT ITEM"; and "WATERLINE REALIGNMENT, 10" AND 12", CONTINGENT ITEM".

32. 610 WATER LINE CONSTRUCTION, Add the following to Subsection 610.7 VALVES:

LOCATING, CLEANING AND INSTALLING WATER VALVE BOX DEBRIS CAP WITH LOCATOR COIL

The Contractor shall furnish and install a debris cap with a locator coil in all new water valve boxes installed; in all existing water valve boxes adjusted to grade; and in all other existing water valve boxes within the project limit right-of-way, even if not called out for adjustment to grade. The debris cap shall be in accordance with City of Phoenix Supplement to MAG Detail P-1165 and shall include a locator coil.

Prior to installation of the debris cap, valve risers shall be thoroughly cleaned, fully exposing the operating nut. In addition, the Contractor shall attempt to locate all unexposed water valves within the project limits, as indicated by City of Phoenix Water Services Department water valve Quarter-Section maps. In attempting to locate unexposed valve boxes, the Contractor shall excavate a minimum depth of eighteen (18) inches from the surface. Unexposed valve boxes found shall be brought up to finish grade; cleaned to fully expose the operating nut; and a debris cap with locator coil shall be installed.

Measurement for debris caps furnished and installed in water valve boxes (adjusted to grade or not) shall be per each unit, including locating and cleaning. The Contractor shall obtain the appropriate Water Services Department water valve Quarter-Section maps at Phoenix City Hall, 200 W. Washington Street, 8th Floor, at no additional cost to the City, and shall make a diligent effort to locate all existing unexposed water valves shown on these maps. The Contractor shall clearly mark all unexposed water valve boxes actually located on record plans and copies of the water valve Quarter-Section maps showing specific found location information, and these plans shall be provided to the Engineer. The cost for the Contractor to extend any risers on found unexposed valve boxes to bring them up to finish grade shall also be considered incidental.

Payment for this work in paved areas shall be made under the bid item, "DEBRIS CAP, INCLUDING LOCATOR COIL, INSTALL."

Payment for this work in unpaved areas shall be made under the bid item, "DEBRIS CAP, INCLUDING LOCATOR COIL, NON-PAVED AREAS, INSTALL." There will be no separate measurement or payment for any labor, materials or equipment used in attempting to locate valves shown on the Quarter-Section maps that are not actually found. Valve locating attempts that do not produce any resulting "finds" shall be considered incidental.

33. **610 WATER LINE CONSTRUCTION**, Add the following new **Subsections 610.9.1 Fire Hydrant Relocation; 610.9.2 New Fire Hydrant Installation; and 610.9.3 Fire Hydrant: Remove, Salvage and Deliver to City of Phoenix:**

610.9.1 Fire Hydrant Relocation:

Fire hydrant relocations shall be paid for at the unit price bid per each under the bid item, "RELOCATE FIRE HYDRANT". The unit price bid shall be full compensation for removing and reinstalling the fire hydrants at the new locations shown on the plans and in accordance with new construction standards. All pipes, valves and fittings necessary to accomplish the relocation are to be included in the unit price. Prior to removing the fire hydrant from service and prior to reactivating the fire hydrant, the Contractor shall notify the Engineer. The Contractor shall minimize the time the fire hydrant is out of service but in no event shall the out-of-service time exceed 24 hours. If in the opinion of the Engineer, the fire hydrant should be replaced, Water Distribution Division will provide a replacement fire hydrant at no cost to the Contractor. It shall be the Contractor's responsibility to pick up the replacement hydrant and to either return the old hydrants to the Water Distribution Division Yard, or dispose of them, whichever is directed by the Engineer. In order to obtain new fire hydrant replacements, the Contractor must first obtain a written order (Field Directive) from the Engineer. Then, at no additional cost to the City, the Contractor shall pick up the specified number of units at the Water Distribution Warehouse located at 2500 S. 22nd Avenue.

610.9.2 New Fire Hydrant Installation:

New fire hydrant installations shall be paid for at the unit price bid per each under the bid item, "FIRE HYDRANT FURNISHED BY THE CITY OF PHOENIX, INSTALL". The unit price bid shall be full compensation for installing the new fire hydrants at the locations shown on the plans and in accordance with construction standards. All pipes and valves necessary to accomplish the installation shall be measured and paid for separately under their respective bid line items. All fittings necessary to accomplish the installation of the new fire hydrant shall be paid for separately under the bid item, "ALLOWANCE FOR EXCESS DUCTILE IRON FITTINGS, FURNISH AND INSTALL". Payment for these fittings shall be made from this allowance based on approved invoiced cost of the materials only, plus bonds, insurance and taxes, and a maximum 15 percent markup for overhead and profit.

Prior to removing any existing fire hydrant from service and prior to activating the new fire hydrant, the Contractor shall notify the Engineer. Water Distribution Division will provide new fire hydrants at no cost to the Contractor. It shall be the Contractor's responsibility to pick up the new hydrants and to either return old hydrants to the Water Distribution Division Yard, or dispose of them, whichever is directed by the Engineer. In order to obtain new fire hydrant, the Contractor must first obtain a written order (Field Directive) from the Engineer. Then, at no additional cost to the City, the Contractor shall pick up the specified number of units at the Water Distribution Warehouse located at 2500 S. 22nd Avenue.

610.9.3 Fire Hydrant - Remove, Salvage and Deliver to City of Phoenix:

All existing fire hydrants to be abandoned shall be removed. The void created shall be backfilled with ABC and compacted. The surface shall be replaced to match the existing surrounding surface—asphalt, concrete, gravel, etc.

Fire hydrants served from a water main staying in service will require either a tapping sleeve and valve "cut-out" or tee "cut-out" and a new piece of pipe "cut-in" in accordance with City of Phoenix Standard Detail P1344.

Fire hydrants served from a water main not staying in service will require the fire hydrant water main lateral to be cut and plugged near the fire hydrant in accordance with City of Phoenix Standard Detail P1343.

It shall be the Contractor's responsibility to either return the old fire hydrants to Water Distribution Division Yard, or dispose of them, whichever is directed by the Engineer.

Measurement and payment for this work shall be under the bid item "FIRE HYDRANT: SALVAGE AND DELIVER TO THE CITY OF PHOENIX", and shall include, but not limited to all labor, materials and equipment necessary to remove the fire hydrant, backfill, compact and return or dispose of the fire hydrant. Pavement or concrete replacement, if any, shall be paid for under separate respective bid items. Waterline cut-outs (P1344) and cut and plugs (P1343) shall be paid under separate bid items for that work. Fire hydrant valve box and cover removal shall be paid under separate bid item for that work.

34. **610 WATER LINE CONSTRUCTION**, Add the following to **Subsection 610.10 CONNECTION TO EXISTING MAINS**:

WATER MAIN SHUTDOWN

For shutdowns that are necessary to accomplish the work, the Contractor shall make written request to Water Distribution at least three (3) calendar weeks before the shutdown. Requests shall specify location, size of line, duration, date, and time for each shutdown. Within one (1) week, Water Distribution will schedule shutdown and give written notification to the Contractor. Any schedule revisions requested by the Contractor must be in writing. Water Distribution's revised schedule will be available within one (1) week. The City does not guarantee a totally dry line. The Contractor shall be prepared to de-water as necessary to accomplish the work.

The Contractor shall be responsible for maintaining accessibility to the valve operating nuts for all valves within the project boundaries. Failure to maintain accessibility to valves shall be cause for canceling shutdown, and the Contractor will be required to request a revised schedule.

The Water Services Department is indemnified for any and all resultant costs incurred by the Contractor such as, but not limited to traffic control, delays, loss of incentives, standby and penalties if the Contractor did not properly request a shutdown; failure to maintain accessibility to valves; or if the Contractor's scheduled work did not progress to the anticipated shutdown schedule.

35. **610 WATER LINE CONSTRUCTION**, Add the following to **Subsection 610.11(D) METER SERVICE CONNECTIONS**:

HORIZONTAL BORING FOR METER SERVICE CONNECTIONS

For meter service pipes 1-inch or larger in diameter, the maximum bore hole size permissible shall be twice the internal diameter of the service line being installed. For meter service pipes smaller than 1-inch in diameter, the maximum borehole size shall be two (2) inches in diameter.

36. **610 WATER LINE CONSTRUCTION**, Add the following to **Subsection 610.19 MEASUREMENT AND PAYMENT**:

(H) Ductile Iron Fittings: Any additional waterline fittings that become necessary during construction, beyond what is shown on the plans for water main construction; and any fittings needed for new fire hydrant installations, shall be paid for separately under the bid item, "ALLOWANCE FOR EXCESS DUCTILE IRON FITTINGS, FURNISH AND INSTALL". Payment for these fittings shall be made from this allowance based on approved invoiced cost of the materials only, plus bonds, insurance and taxes, and a maximum 15 percent markup for overhead and profit. All other waterline fittings as shown on the plans shall be considered incidental to the cost of the water pipe.

37. **618 STORM SEWER CONSTRUCTION WITH PRE-CAST CONCRETE PIPE, HIGH DENSITY POLYETHYLENE PIPE, OR STEEL REINFORCED POLYETHYLENE PIPE:**

Revise all references to the term, "storm sewer" to read, "storm drain."

38. **618 STORM SEWER CONSTRUCTION WITH PRE-CAST CONCRETE PIPE, HIGH DENSITY POLYETHYLENE PIPE, OR STEEL REINFORCED POLYETHYLENE PIPE,** Add the following to **Subsection 618.6 MEASUREMENT:**

(F) Pipe Plugs: Pipe plugs, per MAG Detail 427, shall be measured per each unit installed, regardless of dimensional differences.

39. **625 MANHOLE CONSTRUCTION AND DROP SEWER CONNECTIONS,** Add the following to **Subsection 625.2 MATERIALS:**

Per City of Phoenix Water Services Department, "MAG Standard Detail 425: 24" Aluminum Manhole Frame and Cover" is **not approved** and shall not be used in the City of Phoenix.

40. **625 MANHOLE CONSTRUCTION AND DROP SEWER CONNECTIONS,** Add the following to **Subsection 625.3.1 MANHOLES:**

If steps are inadvertently installed, they shall be removed and the holes shall be filled with epoxy or Class "B" concrete.

41. **625 MANHOLE CONSTRUCTION AND DROP SEWER CONNECTIONS,** Add the following to **Subsection 625.3.1, MANHOLES:**

SANITARY SEWER MANHOLE ADJUSTMENTS

On all existing sewer manholes adjusted to new finish grade, the entire new portion of the adjusted manhole shall be seal coated in accordance with COP Supplement to MAG Specification Sections 626 and 627.

42. **625 MANHOLE CONSTRUCTION AND DROP SEWER CONNECTIONS,** Delete the first paragraph in **Subsection 625.5 PAYMENT** and replace with the following:

Manholes shall be paid for at the unit price bid for each type, as represented by the respective bid item, regardless of dimensional or other differences occurring within a particular type. The unit price to be paid under these items shall be compensation in full for furnishing and placing manhole structures as shown on the plans and as specified, including concrete, reinforcing steel, forming, vibrating, finishing, curing, cast iron manhole frame and cover, frame adjustment to grade, structural excavation, backfill, compaction and any pavement replacement in excess of the applicable pay widths assigned to the adjacent pipes.

43. **631 WATER TAPS AND METER SERVICE CONNECTIONS,** Add the following **Subsection 631.3 Excavation and Backfill:**

Bedding and backfill shall be full depth ABC for water services installed under pavement using open trench method. The cost of the ABC material, labor and compaction shall be included in the cost of the water service work.

44. **631 WATER TAPS AND METER SERVICE CONNECTIONS,** Add the following new **Subsection 631.9 REPLACEMENT, EXTENSION AND RELOCATION OF EXISTING WATER SERVICES AND METERS** as follows:

631.9 REPLACEMENT, EXTENSION AND RELOCATION OF EXISTING WATER SERVICES AND METERS

Extension or Replacement of Existing Water Service Lines

The Contractor shall replace or/and extend existing water service lines at the stations listed in these specifications or on the plans in accordance with Detail P-1342. The Engineer will determine when the existing lines are unsatisfactory and must be replaced. Generally, existing copper in good condition with sufficient cover will be extended. Water service lines other than copper shall be replaced.

The water service shall include, but is not limited to, locating the present tap, trenching, bedding, backfilling, disconnecting the existing service pipe from the corporation stop, furnishing and installing new service pipe, new appurtenant fittings, new curb stop and new meter coupling, and re-connection to the meter. The existing tapping saddle and corporation stop shall remain, but the Contractor shall not use any other salvaged service connection components. If the saddle is a single strap, the saddle shall be replaced with a double strap saddle. In the event there is no tapping saddle, The Contractor shall install one. The cost of the saddle and reinstallation of the corporation stop shall be considered incidental to the water service replacement.

Inserts or adapters required to connect to the corporation stop are available at the Water Services Department yard at no cost to the Contractor. The Contractor must obtain a written order (AVO) from the Engineer before picking up said items.

Bedding and backfill shall be full depth aggregate base course. Payment for furnishing and compacting the aggregate base course shall be included in the bid item for replacing or extending existing water services.

The Contractor shall schedule his work so that no open trenches are left overnight.

Materials for water service connections shall conform to MAG Section 754 and City of Phoenix Supplement 610.4.4 and 610.4.5. Joints in the copper tubing shall be made by the use of approved fittings, properly soldered or by means of approved compression fittings such as flared joints or pack joints.

Water Meter Relocation

Water meter relocation consists of disconnecting the meter, moving the meter, meter box and cover from the existing location to the new location and reconnecting in accordance with Details P-1342 and P-1363. The meter box and cover shall be set to match the grade at the new location.

Any water meter boxes and/or covers damaged by the Contractor during course of construction shall be replaced in kind at the Contractor's expense.

It is anticipated that some water meter boxes and/or covers may require replacement due to prior damages not due to the fault of the Contractor. The Water Services Department will furnish replacement water meter boxes and covers at no cost; however, the Contractor must first obtain a written order (Field Directive) from the Engineer. Then, at no additional cost to the City, the Contractor shall pick up the specified number of units from the Water Distribution Warehouse located at 2500 S. 22nd Avenue.

Water meter boxes and covers shall be Type 1, 2 or 3 in accordance with MAG Details 310, 311, 312, and 320 and P-1315.

All materials and fittings shall conform to the requirements of Section 610 and 754. No salvaged service connection components shall be used.

Measurement and Payment

Measurement for extending and/or replacing water services will be made to the nearest linear foot from the point of connection to the existing line or corporation stop, whichever is applicable, to the curb stop.

Payment for extending and/or replacing water services will be made at the unit price bid per linear foot under the proposal items "3/4-INCH AND 1-INCH WATER SERVICE REPLACEMENT PER SPECIAL PROVISIONS"; and "1 1/2" AND 2" WATER SERVICE REPLACEMENT PER SPECIAL PROVISIONS".

Measurement for water meter relocation will be made per each water meter regardless of size up to and including 2-inch. Payment for water meter relocation will be made at the unit price bid per each under the proposal item "RELOCATE WATER METER" which shall include all sizes encountered on the project up to and including 2-inch.

45. **631 WATER TAPS AND METER SERVICE CONNECTIONS**, Add the following new **Subsection 631.10 NEW WATER METER SERVICES** as follows:

631.10 NEW WATER METER SERVICES

Description

The Contractor shall install new water service lines, meters and boxes at the locations listed in these specifications or on the plans in accordance with Detail P1342.

The work shall include locating the new or existing water main, furnishing and installing a new saddle and corporation stop, tapping the main, furnishing and installing new copper water service pipe from the water main to the meter, connecting the water service pipe to the corporation stop, furnishing and installing a curb stop at the meter box, furnishing and installing a meter box, connecting the water service pipe to the curb stop, connecting the curb stop to the meter, furnishing and installing necessary fittings and couplings, and all trenching, backfill, compaction and surface/pavement restoration necessary for a complete new water meter service.

The Contractor shall not use any salvaged service connection components.

The Contractor shall schedule his work so that no open trenches are left overnight.

To install a new tap, the Contractor shall install a new corporation stop utilizing an all-bronze double-strap tapping saddle.

All water service connections shall be made using Type K copper tubing and fittings which conform to Sections 610 and 754. Joints in the copper tubing shall be made by means of approved compression fittings such as flared joints or pack joints.

Sawcutting of the curb and gutter and sidewalk within the City right of way for installing water service pipe will not be allowed. Either jacking or boring methods are required. There will be no additional payment for jacking or boring of the water service, the cost will be included in the cost of the connection.

Measurement and Payment

The work required to install new water meter services will be measured per each for new complete water services and corresponding new meter boxes installed.

Payment shall be made under the bid items, "WATER SERVICE CONNECTION (MAIN TO METER)" and "NEW WATER METER BOX AND COVER, FURNISH AND INSTALL".

46. **631 WATER TAPS AND METER SERVICE CONNECTIONS**, Add the following new **Subsection 631.11 WATER MAIN SHUTDOWN FEES** as follows:

631.11 WATER MAIN SHUTDOWN FEES

All water main shutdown fees for installation of new water services, extension or replacement of existing water service lines, and relocation of existing water meter boxes will be waived. When it becomes necessary to shut down existing water mains and services to install water service extensions or replacements, no main shall be left out of service for more than one (1) hour, and no individual service will be disrupted for more than five (5) continuous hours. Main valves shall be operated by representatives of the City's Water Services Department. Shutdowns will not begin before 8:00 a.m. and will not extend past 4:00 p.m. It shall be the Contractor's responsibility to notify all customers in advance that the water service will be turned off. The customers shall be notified in writing at least 24-hours in advance and also verbally the day of the shutdown. Initial notification shall include the reason for the shutdown, the date, the time and duration the water service will be shut off. A copy of the notification shall be given to the Engineer.

47. **702 BASE MATERIALS** Add the following to **MAG Section 702 BASE MATERIALS**:

All Select Material specified on the plans and Standard Details shall be Type "A" in accordance with Table 702-1.

48. **727 STEEL REINFORCEMENT**, Add the following to **Section 727 STEEL REINFORCEMENT**:

Description

The work under this item consists of fabrication, furnishing and placing steel reinforcement of the quality, grade, type, size and quantity designated, in conformance with the details on the Project Plans, and in accordance with these special provisions and as directed by the Engineer. All work under this Section shall conform to SECTION 605 – STEEL REINFORCEMENT of the Arizona Department of Transportation Standard Specifications for Road and Bridge Construction, 2008 Edition, except as noted herein and on the Project Plans.

Construction Requirements

Section 605-3 of the ADOT Standard Specifications of modified to add:

605-3.05 Shop Drawings:

The Contractor shall submit shop drawings and lists showing the bending of reinforcement bars, splice locations and details and complete manufacturer's information on proprietary splices to the Engineer for review and approval prior to proceeding with the work. Approval of the submittal shall not relieve the Contractor of responsibility for the correctness of the shop drawings and lists.

Environmental Planning

0000 MA PHX SZ175 01C

PHX-0(301)D

107th Avenue, Camelback Road to Indian School Road

ENVIRONMENTAL COMMITMENTS

The following sentence, contractor's mitigation measures, and guidelines shall be included in the project special provisions:

- IV. **"The project mitigation measures are not subject to change without written approval from ADOT Environmental Planning."**
- V. Project Mitigation Measures

City of Phoenix Responsibilities

- The City of Phoenix project manager will contact Arizona Department of Transportation Environmental Planning (602.712.7760 or 602.712.7767) 30 (thirty) calendar days prior to bid advertisement to verify that the environmental clearance is still valid.
- The City of Phoenix project manager will contact the Arizona Department of Transportation Environmental Planning hazardous materials coordinator (602.920.3882 or 602.712.7767) 30 (thirty) calendar days prior to bid advertisement to determine the need for additional site assessment.
- If previously unidentified cultural resources are encountered during activity related to the construction of the project, the contractor shall stop work immediately at that location, notify the Engineer, and take all reasonable steps to secure the preservation of those resources. The Engineer will contact the City of Phoenix environmental quality specialist (602.534.6030) and the City of Phoenix archaeologist (602.534.1573) immediately and make arrangements for the proper treatment of those resources.
- If burrowing owls or active burrows are identified during construction, the contractor will stop work at that location and notify the City of Phoenix environmental quality specialist (602.534.6030) immediately. The City of Phoenix environmental quality specialist will arrange for a qualified biologist to evaluate the situation. The City of Phoenix environmental quality specialist and the qualified biologist will determine whether the owls can be avoided during construction or if a biologist holding a permit from the US Fish and Wildlife Service is needed to relocate burrowing owls from the project area.

- All disturbed soils not paved that will not be landscaped or otherwise permanently stabilized by construction shall be seeded using species native to the project vicinity.

City of Phoenix Responsibilities (continued)

- If any active bird nests cannot be avoided by vegetation clearing or construction activities, the City of Phoenix Engineer will contact the City of Phoenix environmental quality specialist (602.534.6030) to evaluate the situation.
- The City of Phoenix will communicate traffic control measures with the public, local officials, and the media prior to and during construction activities. Communication may include, but is not limited to, media alerts, direct mailings to area businesses and property owners, information on freeway variable message signs, and paid newspaper notices.
- Access to Dust Devil Park will be maintained throughout construction.
- Access to adjacent businesses and residences will be maintained throughout construction.
- The Engineer will review and approve the contractor's Stormwater Pollution Prevention Plan, Notice of Intent, and Notice of Termination prior to submission to the Arizona Department of Environmental Quality.

Contractor Responsibilities

- The contractor shall develop a Stormwater Pollution Prevention Plan, Notice of Intent, and Notice of Termination and submit them to the Engineer for approval.
- The contractor, upon approval from the Engineer, shall submit the Stormwater Pollution Prevention Plan's Notice of Intent and Notice of Termination to the Arizona Department of Environmental Quality.
- This project is within a designated municipal separate storm sewer system. Therefore, the contractor shall send a copy of the Notice of Intent and Notice of Termination to the City of Phoenix.
- The contractor shall notify its employees prior to any disturbance where lead is present in the paint below the 0.5 percent US Department of Housing and Urban Development/US Environmental Protection Agency action levels but above the US Department of Labor Occupational Safety and Health Administration detection level. As part of the notification, the contractor shall make the US Department of Labor Occupational Safety and Health Administration publication number 3142-12R 2004 Lead in Construction (<http://www.osha.gov/Publications/osha3142.pdf>) available to workers.

- For milling activities, the roadway surface preceding the milling machine shall be kept sufficiently wet so as to prevent the generation of any visible fugitive dust particles, but not so wet as to cause excess runoff from the roadway surface onto the roadway shoulder.
- If suspected hazardous materials are encountered during construction, work shall cease at that location and the Engineer shall be notified immediately to make arrangements for the proper treatment or disposal of those materials.
- If previously unidentified cultural resources are encountered during activity related to the construction of the project, the contractor shall stop work immediately at that location, notify the Engineer, and take all reasonable steps to secure the preservation of those resources. The Engineer will contact the City of Phoenix environmental quality specialist (602.534.6030) and the City of Phoenix archaeologist (602.534.1573) immediately and make arrangements for the proper treatment of those resources.

Contractor Responsibilities (continued)

- Prior to construction, all personnel who will be on-site, including, but not limited to, contractors, contractors' employees, supervisors, inspectors, and subcontractors, shall review the attached City of Phoenix Western Burrowing Owl and Migratory Bird Treaty Act fliers.
- If burrowing owls or active burrows are identified during construction, the contractor shall stop work at that location and notify the City of Phoenix environmental quality specialist (602.534.6030) immediately. The City of Phoenix environmental quality specialist will arrange for a qualified biologist to evaluate the situation. The City of Phoenix environmental quality specialist and the qualified biologist will determine whether the owls can be avoided during construction or if a biologist holding a permit from the US Fish and Wildlife Service is needed to relocate burrowing owls from the project area.
- The contractor shall plan to complete all vegetation removal activities on the site from September 1 through February 28 to avoid harming any active bird nests.
- The contractor shall not remove any shrubs, trees, or large tree limbs from March 1 through August 31 unless a biologist approved by the City of Phoenix Engineer has conducted a bird nest search of affected vegetation and has determined that no active bird nests are present. Shrubs, trees, and limbs may be removed if they have been surveyed within 10 (ten) calendar days prior to removal as long as only inactive bird nests, if any, are present. Vegetation removal is not subject to this restriction from September 1 through February 28.
- To prevent the introduction of invasive species seeds, the contractor shall inspect all earthmoving and hauling equipment at the storage facility. The equipment shall be washed and free of all attached plant/vegetation and soil/mud debris prior to entering the construction site.

- To prevent invasive species seeds from leaving the site, the contractor shall inspect all construction equipment and remove all attached plant/vegetation and soil/mud debris prior to leaving the construction site.
- All disturbed soils not paved that will not be landscaped or otherwise permanently stabilized by construction shall be seeded using species native to the project vicinity.
- Access to Dust Devil Park will be maintained throughout construction.
- Access to adjacent businesses and residences will be maintained throughout construction.
- The contractor shall comply with all local air quality and dust control rules, regulations, and ordinances that apply to any work performed pursuant to the contract.

VI. Guidelines:

- City of Phoenix Western Burrowing Owl flier
- City of Phoenix Migratory Bird Treaty Act flier

**City of Phoenix – Equal Opportunity Department
Disadvantaged Business Enterprise (DBE) Program**

Instructions and Duties for FHWA / LPA-Sub-Recipient-Construction Contracts w/DBE Goals

PRE ADVERTISEMENT REQUIREMENTS

Prior to the advertisement of each project, the assigned City of Phoenix Project Manager must submit a DBE Goal Setting Worksheet along with a Scope of Work description to the EOD ADOT/DBE/FHWA Liaison. EOD will then submit the goal request to ADOT/BECO through the on-line application system. Upon receipt of the goal from ADOT - EOD will prepare the Goal/Clause Package and provide to the assigned Procurement Contracts Specialist. Please allow up to 3 weeks for goal processing.

PROCUREMENT CONTRACT SPECIALIST RESPONSIBILITIES

Pre-Award

- Notify EOD of Pre-Submittal Meeting
- Provide EOD with Initial and Post Submittal Bid Documents
- Await notification from EOD-ADOT/BECO concurrence to award contract to apparent Low Bidder

Time of Award

- Notify EOD of Council approval of award to the successful Contractor

PROJECT MANAGER RESPONSIBILITIES

Time of Award

- Notify EOD of Pre-Construction Meeting
- Ensure Federal Checklists completed for ALL Subs as applicable prior to issuing NTP-Notice to proceed

Closeout

- Advise EOD Compliance Specialist when project is complete.

EOD RESPONSIBILITIES

Bid Verification/Notice

- The LPA Agency (Agency) must:
 - Collect the Bidders List email confirmation notices from all bidders.
 - Review, verify, and approve that DBE Intended Participation Affidavit-LPA 3105C and DBE Intended Participation Summary-LPA 3106C are timely, accurate, and complete.
 - To be considered responsible and eligible for award of a contract, a bidder who has indicated in its bid that it met the DBE goal or made good faith efforts must submit the required information no later than five calendar days after bid opening.
 - If the bid of the apparent low bidder is rejected for any reason, the next low bidder may become the apparent low bidder only if it had submitted the required information, no later than five calendar days after bid opening.
 - After internal approval, the Agency compiles the DBE assurance form, summary affidavit, and participation affidavits into one attachment and emails within 7 calendar days of approval to BECO at contractorcompliance@azdot.gov

BECO to provide concurrence of Bid Verification Notice w/ 5 calendar days from receipt.

- Agency may NOT award contract to Bidder until BECO has concurred with the Agency and has provided a Bid Verification Notice to the Agency.
- EOD will notify Procurement and Project Manager of BECO review/concurrence.

Time of Award

- Enter contract into the [LPA DBE System](#)

Post Award

- Federal Checklist for Audits - Work in conjunction with Labor Compliance/Completed checklists to PM
 - If Davis Bacon applies Labor Compliance initiates checklist
 - If Davis Bacon is NOT applicable, EOD to initiate checklist
- [LPA Prompt Pay & Payment Reporting Provisions](#) (Version-9/20/16 – Must be included in all LPA federal contracts/subcontracts)
- [LPA DBE Subcontract Compliance Assurances](#) (LPA Agency will collect the committed DBE subcontracts before or at the preconstruction conference to review for approval.)
- [CUF Review Worksheet - LPA](#) - Contractor must ensure DBEs on the project are performing CUF in accordance with **LPA EPRISE Section 18.06**

Project site visits will be conducted by the LPA to confirm all DBEs on the project are performing CUF

- [DBE Termination Substitution Request - LPA Form 3108C](#)
- [Joint Check Agreement Request – LPA Form 3109C](#)
- [Joint Check Agreement – LPA Form 3114C](#)

Closeout

- [DBE-Certification-of-Final-Payment-LPA Form 3110C](#) - must be submitted by contractor for each DBE
Agency reviews and approves certification of Final DBE Payments Forms
Agency sends a copy of Final Acceptance Letter to BECO email contractorcompliance@azdot.gov
- Close contract in DBE System within 30 days of Final Contract Closeout

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**CONSTRUCTION CONTRACTS
DBE PROVISIONS**

**** FOR USE ON LPA FEDERAL AID PROJECTS WITH GOALS.**

*** NOTE: REFER TO EDITING INSTRUCTIONS IN SECTIONS 12.0 AND 17.0 ***

(LPA EPRISE, 07/01/2017)

DISADVANTAGED BUSINESS ENTERPRISES:

1.0 Policy:

The Arizona Department of Transportation (hereinafter the Department) has established a Disadvantaged Business Enterprise (DBE) program in accordance with the regulations of the U.S. Department of Transportation (USDOT), 49 CFR Part 26. The Department has received Federal financial assistance from the U.S. Department of Transportation and as a condition of receiving this assistance, the Department has signed an assurance that it will comply with 49 CFR Part 26.

It is the policy of the Department to ensure that DBEs, as defined in Part 26, have an equal opportunity to receive and participate in USDOT-assisted contracts. It is also the policy of the Department:

1. To ensure nondiscrimination in the award and administration of USDOT-assisted contracts;
2. To create a level playing field on which DBEs can compete fairly for USDOT-assisted contracts;
3. To ensure that the DBE program is narrowly tailored in accordance with applicable law;
4. To ensure that only firms that fully meet 49 CFR Part 26 eligibility standards are counted as DBEs;
5. To help remove barriers to the participation of DBEs in USDOT-assisted contracts;
6. To assist in the development of firms that can compete successfully in the market place outside the DBE program and;
7. To promote the use of DBEs in all types of federally-assisted contracts and procurement activities.

It is also the policy of the Department to facilitate and encourage participation of Small Business Concerns (SBCs), as defined herein in USDOT-assisted contracts. The Department encourages contractors to take reasonable steps to eliminate obstacles to SBCs' participation and to utilize SBCs in performing contracts.

Local Public Agencies (LPA) and or Subrecipients of Federal financial assistance have adopted ADOT's DBE Program Plan, adhere to the Department's DBE policy and will administer and manage the contracts from advertising, consultant selection, negotiation, contract execution, processing payment reports and contract modifications, audits, DBE compliance (e.g., reporting and monitoring) through contract closeout.

2.0 Assurances of Non-Discrimination:

The contractor, subrecipient, 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 49 CFR Part 26 in the award and administration of USDOT-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 LPA/Subrecipient, with the Department's concurrence, deems appropriate, which may include, but not limited to:

- (1) Withholding monthly progress payments;
- (2) Assessing sanctions;
- (3) Liquidated damages; and/or
- (4) Disqualifying the contractor from future bidding as non-responsible.

The contractor, subrecipient, or subcontractor shall ensure that all subcontract agreements contain this non-discrimination assurance.

3.0 Definitions:

- (A) **Commercially Useful Function (CUF):** Commercially Useful Function is defined fully in 49 CFR 26.55 which definition is incorporated herein by reference.
- (B) **Committed DBE:** A DBE that was identified by the contractor, typically on a DBE Affidavit, to meet an assigned DBE goal as a condition of contract award and performance, and includes any substitute DBE that has subsequently been committed work to meet the assigned contract goal.
- (C) **Disadvantaged Business Enterprise (DBE):** a for-profit small business concern which meets both of the following requirements:
- (1) Is at least 51 percent owned by one or more socially and economically disadvantaged individuals or, in the case of any publicly owned business, at least 51 percent of the stock is owned by one or more such individuals; and,
 - (2) Whose management and daily business operations are controlled by one or more of the socially and economically disadvantaged individuals who own it.
- (D) **Joint Check:** a two-party check between a subcontractor, DBE and/or non-DBE, a prime contractor and the regular dealer of material supplies.
- (E) **Joint Venture:** an association of a DBE firm and one or more other firms to carry out a single, for-profit business enterprise, for which parties combine their property, capital, efforts, skills and knowledge, and in which the DBE is responsible for a distinct, clearly defined portion of the work of the contract and whose share in the capital contribution,

control, management, risks, and profits of the joint venture are commensurate with its ownership interest.

- (F) **NAICS Code:** The North American Industry Classification System (NAICS) is the standard used by Federal statistical agencies in classifying business establishments for the purpose of collecting, analyzing, and publishing statistical data related to the US business economy.
- (G) **Non-DBE:** any firm that is not a DBE.
- (H) **Race Conscious:** a measure or program is one that is focused specifically on assisting only DBEs, including women-owned DBEs.
- (I) **Race Neutral:** a measure or program is one that is, or can be, used to assist all small businesses. For the purposes of this part, race neutral includes gender-neutrality.
- (J) **Small Business Concern:** a business that meets all of the following conditions:
- (1) Operates as a for-profit business;
 - (2) Operates a place of business primarily within the U.S., or makes a significant contribution to the U.S. economy through payment of taxes or use of American products, materials, or labor;
 - (3) Is independently owned and operated;
 - (4) Is not dominant in its field on a national basis; and
 - (5) Does not have annual gross receipts that exceed the Small Business Administration size standards average annual income criteria for its primary North American Industry Classification System (NAICS) code.
- (K) **Socially and Economically Disadvantaged Individuals:** any individual who is a citizen (or lawfully admitted permanent resident) of the United States and who is:
- (1) Any individual who is found to be a socially and economically disadvantaged individual on a case-by-case basis.
 - (2) Any individual in the following groups, members of which are rebuttably presumed to be socially and economically disadvantaged:
 - (i) "Black Americans," which includes persons having origins in any of the Black racial groups of Africa;
 - (ii) "Hispanic Americans," which includes persons of Mexican, Puerto Rican, Cuban, Dominican, Central or South American, or other Spanish or Portuguese culture or origin, regardless of race;

- (iii) "Native Americans," which includes persons who are enrolled members of a federally or State recognized Indian tribe, Alaskan Natives or Native Hawaiians;
- (iv) "Asian-Pacific Americans," which includes persons whose origins are from Japan, China, Taiwan, Korea, Burma (Myanmar), Vietnam, Laos, Cambodia (Kampuchea), Thailand, Malaysia, Indonesia, the Philippines, Brunei, Samoa, Guam, the U.S. Trust Territories of the Pacific Islands (Republic of Palau), the Republic of the Northern Marianas Islands, Macao, Fiji, Tonga, Kiribati, Tuvalu, Nauru, Federated States of Micronesia, or Hong Kong;
- (v) "Subcontinent Asian Americans," which includes persons whose origins are from India, Pakistan, Bangladesh, Bhutan, the Maldives Islands, Nepal or Sri Lanka;
- (vi) Women;
- (vii) Any additional groups whose members are designated as socially and economically disadvantaged by the Small Business Administration (SBA), at such time as the SBA designation becomes effective.

4.0 Working with DBEs:

The Department works with DBEs and assists them in their efforts to participate in the highway construction program. All bidders should contact the Department's Business Engagement and Compliance Office (BECO) by phone, through email, or at the address shown below, for assistance in their efforts to use DBEs in the highway construction program of the Department. BECO contact information is as follows:

Arizona Department of Transportation
Business Engagement and Compliance Office
1801 W. Jefferson Street, Room 101, Mail Drop 154A
Phoenix, AZ 85007
Phone (602) 712-7761
FAX (602) 712-8429
Email: contractorcompliance@azdot.gov
Website: www.azdot.gov/bec

4.01 Mentor-Protégé Program:

ADOT has established a Mentor-Protégé program as an initiative to encourage and develop disadvantaged businesses in the highway construction industry. The program encourages prime contractors to provide certain types of assistance to certified DBE subcontractors. ADOT encourages contractors and certified DBE subcontractors to engage in a Mentor-Protégé agreement under certain conditions. Such an agreement must be mutually beneficial to both

parties and to ADOT in fulfilling the requirements of 49 CFR Part 23. For guidance regarding this program, refer to the Mentor-Protégé Program Guidelines available on the BECO website.

The Mentor-Protégé program is intended to increase legitimate DBE activities. But the program does not diminish the DBE rules or regulations, and participants may not circumvent these rules.

5.0 Applicability:

ADOT has established an overall annual goal for DBE participation on Federal-aid contracts. ADOT intends for the goal to be met with a combination of race conscious and race neutral efforts. Race conscious participation occurs where the contractor uses a percentage of DBEs, as defined herein, to meet the contract-specified goal. Race neutral efforts are those that are, or can be, used to assist all small businesses or increase opportunities for all small businesses. The regulation, 49 CFR 26, describes race neutral participation as when a DBE wins a prime contract through customary competitive procurement procedures or is awarded a subcontract on a prime contract that does not carry a DBE contract goal.

The contractor shall meet the goal specified herein with DBEs, or establish that it was unable to meet the goal despite making good faith efforts to do so. Prime contractors are encouraged to obtain DBE participation above and beyond any goals that may be set for this project.

The DBE provisions are applicable to all bidders including DBE bidders.

6.0 Certification and Registration:

6.01 DBE Certification:

Certification as a DBE shall be predicated on:

- (1) The completion and execution of an application for certification as a "Disadvantaged Business Enterprise".
- (2) The submission of documents pertaining to the firm(s) as stated in the application(s), including but not limited to a statement of social disadvantage and a personal financial statement.
- (3) The submission of any additional information which the Department may require to determine the firm's eligibility to participate in the DBE program.
- (4) The information obtained during the on-site visits to the offices of the firm and to active job-sites.

Applications for certification may be filed online with the Department or one of its Unified Certification Program (UCP) partner agencies at any time through the Arizona Unified Transportation Registration and Certification System (AZ UTRACS) website at <http://www.azutracs.com>.

DBE firms and firms seeking DBE certification shall cooperate fully with requests for information relevant to the certification process. Failure or refusal to provide such information is a ground for denial or removal of certification.

ADOT is a member of the AZ Unified Certification Program (AZUCP). Only DBE firms that are certified by the AZUCP are eligible for credit on ADOT projects. A list of DBE firms certified by AZUCP is available on the internet at <http://www.azutracs.com/>. The list will indicate contact information and specialty for each DBE firm, and may be sorted in a variety of ways. However, ADOT does not guarantee the accuracy and/or completeness of this information, nor does ADOT represent that any licenses or registrations are appropriate for the work to be done.

The Department's certification of a DBE is not a representation of qualifications and/or abilities; only that the firm has met the criteria for DBE certification as outlined in 49 CFR Part 26. The contractor bears all risks of ensuring that DBE firms selected by the contractor are able to perform the work.

6.02 SBC Registration:

To comply with 49 CFR Part 26.39, ADOT's DBE Program incorporates contracting requirements to facilitate participation by Small Business Concerns (SBCs) in federally assisted contracts. SBCs are for-profit businesses authorized to do business in Arizona that meet the Small Business Administration (SBA) size standards for average annual revenue criteria for its primary North American Industry Classification System (NAICS) code.

While the SBC component of the DBE program does not require utilization goals on projects, the Department and the LPA/Subrecipient encourages contractors to utilize small businesses that are registered in AZ UTRACS on their contracts, in addition to DBEs meeting the certification requirement. The contractor may use the AZ UTRACS website to search for certified DBEs and registered SBCs that can be used on the contract. However, SBCs that are not DBEs will not be counted toward the DBE contract goal.

SBCs can register online at the AZ UTRACS website. The registration of SBCs is not a representation of qualifications and/or abilities. The contractor bears all risks of ensuring that SBC firms selected by the contractor are able to perform the work.

7.0 DBE Financial Institutions:

ADOT thoroughly investigates the full extent of services offered by financial institutions owned and controlled by socially and economically disadvantaged individuals in its service area and makes reasonable efforts to use these institutions. ADOT encourages prime contractors to use such institutions on USDOT assisted contracts. However, use of DBE financial institutions will not be counted toward the DBE contract goal.

ADOT and the LPA/Subrecipient encourages prime contractors to research the Federal Reserve Board website at www.federalreserve.gov to identify minority-owned banks in Arizona derived

from the Consolidated Reports of Condition and Income filed quarterly by banks (FFIEC 031 and 041) and from other information on the Board's National Information Center database.

8.0 Time is of the Essence:

TIME IS OF THE ESSENCE IN RESPECT TO THE DBE PROVISIONS.

9.0 Computation of Time:

In computing any period of time described in this DBE special provision, such as calendar days, the day from which the period begins to run is not counted, and when the last day of the period is a Saturday, Sunday, or Federal or State holiday, the period extends to the next day that is not a Saturday, Sunday, or Federal or State holiday. In circumstances where the LPA/Subrecipient Procurement Office is closed for all or part of the last day, the period extends to the next day on which the LPA/Subrecipient Procurement Office is open.

10.0 Contractor and Subcontractor Requirements:

10.01 General:

The contractor shall establish a DBE program that will ensure nondiscrimination in the award and administration of contracts and subcontracts.

Agreements between the bidder and a DBE in which the DBE promises not to provide subcontracting quotations to other bidders are prohibited.

10.02 DBE Liaison:

The contractor shall designate a DBE Liaison responsible for the administration of the contractor's DBE program. The name of the designated DBE Liaison shall be included in the DBE Intended Participation Affidavit Summary.

11.0 Bidders/Proposers List and AZ UTRACS Registration Requirement:

Under Title 49 CFR of the Code of Federal Regulations, Part 26.11, DOTs are required to collect certain information from all contractors and subcontractors who seek to work on federally-assisted contracts in order to set overall and contract DBE goals. ADOT collects this information through a Bidders/Proposers List when firms register their companies on the Arizona Unified Transportation Registration and Certification System (AZ UTRACS) web portal at <http://www.azutracs.com/> a centralized database for companies that seek to do business with ADOT and the LPA/Subrecipient. This information will be maintained as confidential to the extent allowed by federal and state law.

Prime contractors and all subcontractors, including DBEs, must be registered in AZ UTRACS. Bidders may verify that their firm and each subcontractors is registered using the AZ UTRACS website.

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Bidders may obtain additional information at the AZ UTRACS website or by contacting the LPA/Subrecipient.

Bidders shall create the Bidders/Proposers List in the AZ UTRACS by selecting all subcontractors, service providers, manufacturers and suppliers that expressed interest or submitted bids, proposals or quotes for this contract. The Bidders/Proposers List form must be complete and must include the names for all subcontractors, service providers, manufacturers and suppliers regardless of the bidders' intentions to use those firms on the project.

All bidders must complete the Bidders/Proposers List online at AZ UTRACS whether they are the apparent low bidder or not. A confirmation email will be generated by the system. The bidders shall submit to the LPA/Subrecipient a copy of the email confirmation no later than 4:00 p.m. on the fifth calendar day following the bid opening. Faxed copies are acceptable.

FAILURE TO SUBMIT THE REQUIRED BIDDERS/PROPOSERS LIST TO THE LPA/SUBRECIPIENT PROCUREMENT OFFICE BY THE STATED TIME AND IN THE MANNER HEREIN SPECIFIED SHALL BE CAUSE FOR THE BIDDER BEING DEEMED INELIGIBLE FOR AWARD OF THE CONTRACT.

12.0 DBE Goals:

The minimum goal for participation by DBEs on this project is as follows:

6.96 Percent

The percentage of DBE participation shall be based on the total construction bid.

13.0 Submission with Bids:

All bidders are required to certify in their bid proposal on the "Disadvantaged Business Enterprise Goal Assurance" certificate either:

- (1) The bidder has met the established DBE goal and arrangements with certified DBEs have been made prior to the submission of the bid, or
- (2) The bidder has been unable to meet the established DBE goal prior to the submission of the bid and has made good faith efforts to do so.

For the purpose of this section, 'arrangements' means, at a minimum, agreement between the bidder and the certified DBE, either written or oral, on unit prices and scope of work.

This certificate may not be revised or corrected after submission of the bid. If the bidder certifies that it has met the goal, the bidder cannot change its position after submission of the bid and submit documentation of a good faith effort. If the bidder certifies that it has been unable to meet the goal and has made a good faith effort, the bidder cannot change its

position after submission of the bid and claim to have met or be able to meet the established goal.

Bids submitted with altered, incomplete or unsigned certificates will be considered non-responsive. Bids submitted with certifications on forms other than those furnished by the LPA/Subrecipient Procurement Office will be considered non-responsive.

Certifications on forms other than those furnished by the LPA/Subrecipient will be considered non-responsive.

14.0 Bidder Meeting DBE Goal:

14.01 General:

To be considered responsible and eligible for award of a contract, a bidder who has indicated in its bid that it met the DBE goal must submit the information described in this Subsection no later than five calendar days after bid opening.

If the bid of the apparent low bidder is rejected for any reason, the next low bidder may become the apparent low bidder only if it had submitted the information described in this Subsection or Subsection 15.01, as appropriate, no later than five calendar days after bid opening.

In order to be awarded this contract, a bidder must establish either (1) that it has met the DBE participation goal of the contract or (2) that it has made adequate good faith efforts (GFE) to meet the DBE goal. This requirement is in addition to all other pre-award requirements.

If the apparent low bidder indicates in the bid that it has met the DBE goal, the bidder shall submit a DBE Intended Participation Affidavit for each individual DBE, and the Intended Participation Affidavit Summary as follows:

- (1) The DBE Intended Participation Affidavit for each individual DBE and the Intended Participation Affidavit Summary must be received by LPA/Subrecipient Procurement Office no later than 4:00 P.M. on the fifth calendar day following the bid opening. Copies of these forms are available from LPA/Subrecipient. The affidavits and Summary shall indicate that the bidder has met DBE goal if this was indicated on the submittal with the bid.
- (2) The Intended Participation Affidavit Summary and the DBE Intended Participation Affidavit for each individual DBE must be accurate and complete in every detail and must be signed by an officer of the contractor(s). Percentages and dollar amounts must be accurate. Percentages shall be listed to two decimal places. The DBE Intended Participation Affidavit Summary must be submitted listing all the DBEs intended to be used and the creditable amounts.

- (3) A separate DBE Intended Participation Affidavit must be submitted for each DBE used to meet the goal of the project. The bidder shall indicate each DBE's name,—a description of the work the DBE will perform, bid item number, proposed subcontract amount, and the NAICS code applicable to the kind of work the firm would perform on the contract. A list of certified DBEs with their respective NAICS codes can be located on the DBE Directory at AZ UTRACS website. All partial items must be explained. If not, the DBE will be considered to be responsible for the entire item. The intended DBE must complete and sign the form to confirm its participation in the contract.
- (4) The affidavits and summary may be submitted electronically through email to the LPA/Subrecipient Procurement Office.
- (5) A bidder must determine DBE credit in accordance with DBE Subsection 18 (Crediting DBE Participation Toward Meeting Goals). The affidavit will be reviewed, and approved or rejected by the LPA/Subrecipient Procurement Office, with BECO concurrence.
- (6) Only those DBE firms certified by the Arizona Unified Certification Program (AZUCP) as of the deadline for bid submittal will be considered for DBE credit. It shall be the bidder's responsibility to ascertain the certification status of designated DBEs.
- (7) All DBE commitment amounts must be finalized between the DBE subcontractor and the bidder prior to the deadline for affidavit submittal. Bidders shall not inflate DBE awards in order to meet contract goals.
- (8) The bidder bears the risk of late submission or late delivery by the postal service or a delivery service. Affidavits and Summary received by the LPA/Subrecipient Procurement Office after 4:00 P.M. on the fifth calendar day following the bid opening will not be accepted.
- (9) Reduction of DBE commitments after affidavit submittal and prior to execution of the contract without good cause will result in the bid being rejected or LPA/Subrecipient rescinding any award. Scheduling conflicts are not necessarily evidence of good cause as this should have been considered during pre-bid negotiations. The contractor is responsible for ensuring the DBE is available to meet the requirements of the contract.

14.02 Failure to Comply:

If the apparent low bidder fails to submit the required information by the stated time and in the manner herein specified, or if the submitted information reveals a failure to meet the requirements of the specifications, the apparent low bidder shall be ineligible to receive award of the contract and the bid will be rejected.

15.0 Documented Good Faith Effort:

15.01 General:

To be considered responsible and eligible for award of a contract a bidder, who has indicated in its bid that it was unable to meet the DBE goal but made good faith efforts must submit the information described in this Subsection no later than five calendar days after bid opening.

If the bid of the apparent low bidder is rejected for any reason, the next low bidder may become the apparent low bidder only if it had submitted the information described in this Subsection or Subsection 14.01, as appropriate, no later than five calendar days after bid opening.

Failure to demonstrate good faith efforts to the satisfaction of the LPA/Subrecipient with concurrence of BECO will result in the rejection of the bid. In the event that the low bid is rejected, the Department will consider award of the contract to the next responsible and responsive bidder. To be considered responsive, the bidder must have submitted the information described in either Subsection 14 or 15 of this DBE special provision, no later than five calendar days after bid opening.

The bidder's good faith effort documentation must be submitted to and received by the LPA/Subrecipient Procurement Office by 4:00 P.M. on the fifth calendar day after the bids are opened. Good faith effort documentation may be submitted electronically through email to the LPA/Subrecipient Procurement Office. Good faith effort documentation submitted after the time specified will not be accepted.

The bidder bears the risk of late submission or late delivery by the postal service or a delivery service.

The documentation of good faith efforts must include copies of each DBE and non-DBE subcontractor quote submitted to the bidder when a non-DBE subcontractor was selected over a DBE for work on the contract. A generalized assertion that the contractor received multiple quotes is not sufficient unless copies of those quotes are provided.

Bidders are encouraged to review Appendix A of 49 CFR Part 26.

Useful information related to encouraging DBE participation and documented good faith efforts can be found in the "Good Faith Effort Guide" and other documents made available on the internet at BECO's website. The information provided in the "Good Faith Effort Guide" does not replace the specifications; bidders must comply with the requirements of this specification.

In order to be awarded a contract on the basis of good faith efforts, a bidder must show that it took all necessary and reasonable steps to achieve the DBE goal which, by their scope, intensity, and appropriateness to the objective, could reasonably be expected to obtain sufficient DBE participation, even if they were not fully successful. The quality, quantity, and intensity of the different kinds of efforts the bidder made will be evaluated. The efforts employed by the bidder should be those that one could reasonably expect a bidder to make if the bidder were actively and aggressively trying to obtain DBE participation sufficient to meet the DBE goal. Mere pro forma efforts are not sufficient good faith efforts to meet the DBE contract requirements.

The bidder shall, as a minimum, seek DBEs in the same geographic area in which it generally seeks subcontractors for a given project. If the bidder cannot meet the goals using DBEs from this geographic area, the bidder, as part of its effort to meet the goals, shall expand its search to a reasonably wider geographic area.

The following is a list of types of efforts a bidder must address when submitting good faith effort documentation:

- (1) Contacting the LPA/Subrecipient and BECO prior to the submission of bids, either by e-mail, or by telephone, to inform of the firm's difficulty in meeting the DBE goals on a given project, and requesting assistance. The bidder must document its contact with LPA/Subrecipient and BECO, and indicate the type of contact, the date and time of the contact, the name of the person(s) contacted, and any details related to the communication. The contact must be made in sufficient time before bid submission to allow the LPA/Subrecipient and BECO to provide effective assistance. The bidder will not be considered to have made good faith efforts if the bidder failed to contact LPA/Subrecipient and BECO.
- (2) Conducting market research to identify small business contractors and suppliers, and soliciting, through all reasonable and available means the interest of all certified DBEs who have the capability to perform the work of the contract. This may include attendance at pre-bid meetings and business matchmaking meetings and events, advertising and/or providing written notices, posting of "Notices of Sources Sought" and/or "Requests for Proposals" at reasonable locations, including the contractor's website, written notices or emails to all DBEs listed in the Department's directory of transportation firms that specialize in areas of work desired (as noted in the DBE directory) and which are located in the area or surrounding areas of the project. The bidder should solicit this interest as early in the acquisition process as practicable to allow DBEs to respond to the solicitation and submit a timely offer for the subcontract. The bidder should determine with certainty if the DBEs are interested by taking appropriate steps to follow-up initial solicitations.
- (3) Selecting portions of the work to be performed by DBEs in order to increase the likelihood that the DBE goals will be achieved. This includes, where appropriate, breaking out contract work items into economically feasible units (for example smaller tasks or quantities) to facilitate DBE participation, even when the prime contractor might otherwise prefer to perform these work items with its own forces. This may include, where possible, establishing flexible time frames for performance and delivery schedules in a manner that encourages and facilitates DBE participation.
- (4) Providing interested DBEs with adequate information about the plans, specifications, and requirements of the contract in a timely manner to assist DBEs in responding to solicitations.

- (5) Negotiating in good faith with interested DBEs. It is the bidder's responsibility to make a portion of the work available to the DBE subcontractors and suppliers, and to select those portions of work or material needs consistent with the available DBE subcontractors and suppliers, so as to facilitate DBE participation. Evidence of such negotiation includes the names, addresses, and telephone numbers of DBEs that were considered; a description of the information provided from the plans and specifications for the work selected for subcontracting; and evidence as to why additional agreements could not be reached for DBEs to perform work.

Mailings to DBEs requesting bids are not alone sufficient to constitute good faith effort.

A bidder using good business judgment would consider a number of factors in negotiating with subcontractors, including DBE subcontractors, and would take a firm's price and capabilities as well as contract goals into consideration. However, the fact that there may be some additional costs involved in finding and using DBEs is not in itself sufficient reason for a bidder's failure to meet the DBE goal, as long as such costs are reasonable. Also, the ability or desire of a prime contractor to perform the work of a contract with its own organization does not relieve the bidder of the responsibility to make good faith efforts. However, prime contractors are not required to accept higher quotes from DBEs if the price difference is excessive or unreasonable. Documentation, such as copies of all other bids or quotes, must be submitted.

- (6) Not rejecting DBEs as being unqualified without sound reasons based on a thorough investigation of their capabilities. The contractor's standing within its industry, membership in specific groups, organizations or associations and political or social affiliations (for example, union vs. non-union employee status) are not legitimate causes for the rejection or non-solicitation of bids in the contractor's efforts to meet the project goal.
- (7) Making efforts to assist interested DBEs in obtaining bonding, lines of credit, or insurance as required by the recipient or contractor.
- (8) Making efforts to assist interested DBEs in obtaining necessary equipment, supplies, materials, or related assistance or services.
- (9) Effectively using the services of available minority/women community organizations; minority/women contractors' groups; local, state, and Federal minority/women business assistance offices; and other organizations as allowed on a case-by-case basis to provide assistance in the recruitment and placement of DBEs.

Another practice considered an insufficient good faith effort is the rejection of the DBE because its quotation for the work was not the lowest received. The contractor must submit copies of each DBE and non-DBE subcontractor quote submitted to the bidder when a non-DBE subcontractor was selected over a DBE for work on the contract. A generalized assertion that the contractor has received multiple quotes is not sufficient unless copies of those quotes are provided. The Department may contact rejected DBEs as part of its investigation.

However, nothing in this paragraph shall be construed to require the bidder or prime contractor to accept unreasonable quotes in order to satisfy contract goals.

In determining whether a bidder has made good faith efforts, the LPA/Subrecipient will review the documented efforts of the contractor and will review the performance of other bidders in meeting the contract goal.

A promise to use DBEs after contract award is not considered to be responsive to the contract solicitation or to constitute good faith efforts.

The LPA/Subrecipient will evaluate the submittal and make a determination, with BECO concurrence, on whether in fact good faith efforts have been demonstrated consistent with the specifications and the Federal regulations, 49 CFR 26, Appendix A.

15.02 Failure to Comply:

If the apparent low bidder fails to submit the required information by the stated time and in the manner herein specified, or if the submitted information reveals a failure to meet the requirements of the specifications, the apparent low bidder shall be ineligible to receive award of the contract and the bid will be rejected.

15.03 Appeal and Protest of Good Faith Effort Determination:

Any interested party may appeal the determination of LPA/Subrecipient to the State Engineer. That appeal must be in writing and personally delivered or sent by certified mail, return receipt requested, to the State Engineer. The protest must be received by the State Engineer no later than seven calendar days after the decision of the LPA/Subrecipient. Copies of the protest shall be sent by the protestant to the LPA/Subrecipient and every bidder, at the same time the protest is submitted to the State Engineer. Any bidder whose bid is rejected for failure to meet the goal or make GFE will be given the opportunity to meet in person with the State Engineer, at the bidder's written request included in the protest, to discuss the issue of whether it met the goal or made adequate good faith efforts to do so.

Any interested party may submit a response to the appeal no later than seven calendar days after the appeal. Responses from interested parties must also be in writing and personally delivered or sent by certified mail, return receipt requested, to the State Engineer. Any interested party submitting such response shall also provide a copy of its response to the LPA/Subrecipient and every bidder, at the same time the protest is submitted to the State Engineer. The State Engineer shall promptly consider any appeals under this subsection and shall notify the LPA/Subrecipient and all bidders in writing of the State Engineer's findings and decision.

In accordance with 49 CFR 26.53(d)(5), the result of the State Engineer's decision is not subject to administrative appeal to the USDOT.

16.0 Rejection of Low Bid:

If, for any reason, the bid of the apparent low bidder is rejected, a new apparent low bidder will be identified. The LPA/Subrecipient Procurement Office will notify the new apparent low bidder.

A bidder may become the apparent low bidder only if it had submitted the information described in Subsection 14.01 or 15.01, as appropriate, no later than five calendar days after bid opening.

17.0 Payment Reporting:

The contractor shall report on a monthly basis indicating the amounts paid to all subcontractors, of all tiers, working on the project. Reporting shall be in accordance with Prompt Pay and Payment Reporting requirements section ____ of the contract specifications.

18.0 Crediting DBE Participation Toward Meeting Goals:

18.01 General Requirements:

To count toward meeting a goal, the DBE firm must be certified as of the deadline for submission of bids in each NAICS code applicable to the kind of work the firm will perform on the contract. NAICS for each DBE can be found on the AZ UTRACS under the Firm Directory. General descriptions of all NAICS codes can be found at www.naics.com.

Credit towards the contractor's DBE goal is given only after the DBE has been paid for the work performed.

The entire amount of a contract that is performed by the DBE's own forces, including the cost of supplies and materials purchased by the DBE for the work on the contract and equipment leased by the DBE will be credited toward DBE participation. Supplies and equipment the DBE subcontractor purchases or leases from the prime contractor or its affiliate will not be credited toward DBE participation. Work included in a force account item cannot be listed on the DBE Intended Participation Affidavit.

The contractor bears the responsibility to determine whether the DBE possesses the proper contractor's license(s) to perform the work and, if DBE credit is requested, that the DBE subcontractor is certified for the requested type of work.

If a DBE cannot complete its work due to failure to obtain or maintain its licensing, the contractor bears the responsibility to notify the LPA/Subrecipient immediately after the contractor becomes aware of the situation, and request approval to replace the DBE with another DBE. The

contractor shall follow the DBE termination/substitution requirements described in Subsection 24.0 of these DBE provisions.

The Department's certification is not a representation of a DBE's qualifications and/or abilities. The contractor bears all risks that the DBE may not be able to perform its work for any reason.

A DBE may participate as a prime contractor, subcontractor, joint venture partner with either a prime contractor or a subcontractor, or as a vendor of materials or supplies. A DBE joint venture partner shall be responsible for a clearly defined portion of the work to be performed, in addition to meeting the requirements for ownership and control.

The dollar amount of work to be accomplished by DBEs, including partial amount of a lump sum or other similar item, shall be on the basis of subcontract, purchase order, hourly rate, rate per ton, etc., as agreed to between parties.

With the exception of bond premiums, all work must be attributed to specific bid items. Where work applies to several items, the DBE contracting arrangement must specify unit price and amount attributable to each bid item. DBE credit for any individual item of work performed by the DBE shall be the lesser of the amount to be paid to the DBE or the prime contractor's bid price. If the amount bid by the DBE on any item exceeds the prime contractor's bid amount, the prime contractor may not obtain credit by attributing the excess to other items.

Where more than one DBE is engaged to perform parts of an item (for example, supply and installation), the total amount payable to the DBEs will not be considered in excess of the prime contractor's bid amount for that item.

Bond premiums may be stated separately, so long as the arrangement between the prime contractor and the DBE provides for separate payment not to exceed the price charged by the bonding company.

DBE credit may be obtained only for specific work done for the project, supply of equipment specifically for physical work on the project, or supply of materials to be incorporated in the work. DBE credit will not be allowed for costs such as overhead items, capital expenditures (for example, purchase of equipment), and office items.

If a DBE performs part of an item (for example, installation of materials purchased by a Non-DBE), the DBE credit shall not exceed the lesser of (1) the DBE's contract or (2) the prime contractor's bid for the item, less a reasonable deduction for the portion performed by the Non-DBE.

When a DBE performs as a partner in a joint venture, only that portion of the total dollar value of the contract which is clearly and distinctly performed by the DBE's own forces can be credited toward the DBE goal.

The contractor may credit second-tier subcontracts issued to DBEs by non-DBE subcontractors. Any second-tier subcontract to a DBE used to meet the goal must meet the requirements of a first-tier DBE subcontract.

A prime contractor may credit the entire amount of that portion of a construction contract that is performed by the DBE's own forces. The cost of supplies and materials obtained by the DBE for the work of the contract can be included so long as that cost is reasonable. Leased equipment may also be included. No credit is permitted for supplies purchased or equipment leased from the prime contractor or its affiliate(s).

When a DBE subcontracts a part of the work of its contract to another firm, the value of the subcontract may be credited towards the DBE goal only if the DBE's subcontractor is itself a DBE and performs the work with its own forces. Work that a DBE subcontracts to a non-DBE firm does not count toward a DBE goal.

A prime contractor may credit the entire amount of fees or commissions charged by a DBE firm for providing a bona fide service, such as professional, technical, consultant, or managerial services, or for providing bonds or insurance specifically required for the performance of a USDOT-assisted contract, provided the fees are reasonable and not excessive as compared with fees customarily allowed for similar services.

18.02 DBE Prime Contractor:

When a certified DBE firm bids on a contract that contains a DBE goal, the DBE firm is responsible for meeting the DBE goal on the contract or making good faith efforts to meet the goal, just like any other bidder. In most cases, a DBE bidder on a contract will meet the DBE goal by virtue of the work it performs on the contract with its own forces. However, all the work that is performed by the DBE bidder or any other DBE subcontractors and DBE suppliers will count toward the DBE goal. The DBE bidder shall list itself along with any DBE subcontractors and suppliers, on the DBE Intended Participation Affidavit and Summary in order to receive credit toward the DBE goal.

18.03 Effect of Loss of DBE Eligibility:

If a DBE is deemed ineligible (decertified) or suspended in accordance with 49 CFR 26.87 and 26.88, the DBE may not be considered to meet a contract goal on a new contract, but may be considered to meet the contract goal under a subcontract that was executed before the DBE suspension or decertification is effective.

When a committed DBE firm or a DBE prime contractor loses its DBE eligibility and a subcontract or contract has not been executed before a decertification notice is issued to the DBE firm by its certifying agency, the ineligible firm does not count toward the contract goal. The contractor must meet the contract goal with an eligible DBE firm or firms or demonstrate good faith effort. When a subcontract is executed with the DBE firm before the Department notified the firm of its ineligibility, the contractor may continue to use the firm on the contract and may continue to receive credit toward the DBE goal for the firm's work.

18.04 Notifying the Contractor of DBE Certification Status:

Each DBE contract of any tier shall require any DBE subcontractor or supplier that is either decertified or certified during the term of the contract to immediately notify the contractor and all parties to the DBE contract in writing, with the date of decertification or certification. The contractor shall require that this provision be incorporated in any contract of any tier in which a DBE is a participant.

18.05 Police Officers:

DBE credit will not be permitted for procuring DPS officers. For projects on which officers from other agencies are supplied, DBE credit will be given only for the broker fees charged, and will not include amounts paid to the officers. The broker fees must be reasonable.

18.06 Commercially Useful Function:

A prime contractor can credit expenditures to a DBE subcontractor toward DBE goals only if the DBE performs a Commercially Useful Function (CUF).

A DBE performs a CUF when it is responsible for execution of the work of a contract and carries out its responsibilities by actually performing, managing, and supervising the work involved. To perform a commercially useful function, the DBE must also be responsible, with respect to materials and supplies on the contract, for negotiating price, determining quality and quantity, ordering the material, and installing (where applicable) and paying for the material itself that it uses on the project. To determine whether a DBE is performing a commercially useful function, the LPA/Subrecipient will evaluate the amount of work subcontracted, industry practices, whether the amount the firm is to be paid under the contract is commensurate with the work it is actually performing and the DBE credit claimed for its performance of the work, and other relevant factors.

A DBE will not be considered to perform a commercially useful function if its role is limited to that of an extra participant in a transaction, contract, or project through which funds are passed in order to obtain the appearance of DBE participation. In determining whether a DBE is such an extra participant, the LPA/Subrecipient will examine similar transactions, particularly those in which DBEs do not participate.

If a DBE does not perform or exercise responsibility for at least 30 percent of the total cost of its contract with its own work force, or if the DBE subcontracts a greater portion of the work of a contract than would be expected on the basis of normal industry practice for the type of work involved, the LPA/Subrecipient will presume that the DBE is not performing a commercially useful function.

When a DBE is presumed not to be performing a commercially useful function as provided above, the DBE may present evidence to rebut this presumption. The LPA/Subrecipient will

determine if the firm is performing a CUF given the type of work involved and normal industry practices.

The LPA/Subrecipient will notify the contractor, in writing, if it determines that the contractor's DBE subcontractor is not performing a CUF. The contractor will be notified within seven calendar days of the LPA/Subrecipient's decision.

Decisions on CUF may be appealed to the ADOT BECO. The appeal must be in writing and personally delivered or sent by certified mail, return receipt requested, to the ADOT BECO. The appeal must be received by the ADOT BECO no later than seven calendar days after the decision of LPA/Subrecipient. LPA/Subrecipient decision remains in effect unless and until ADOT BECO reverses or modifies LPA/Subrecipient decision. ADOT BECO will promptly consider any appeals under this subsection and notify the contractor of the ADOT BECO findings and decisions. Decisions on CUF matters are not administratively appealable to USDOT.

The LPA/Subrecipient will conduct project site visits on the contract to confirm that DBEs are performing a CUF. The contractor shall cooperate during the site visits and the LPA/Subrecipient staff will make every effort not to disrupt work on the project.

18.07 Trucking:

LPA/Subrecipient will use the following factors in determining whether a DBE trucking company is performing a commercially useful function. The DBE must be responsible for the management and supervision of the entire trucking operation for which it is responsible on a particular contract, and there cannot be a contrived arrangement for the purpose of meeting DBE goals.

The DBE must itself own and operate at least one fully licensed, insured, and operational truck used on the contract on every day that credit is to be given for trucking.

The contractor will receive credit for the total value of transportation services provided by the DBE using trucks it owns, insures and operates, and using drivers it employs.

The DBE may lease trucks from another DBE firm, including an owner-operator who is certified as a DBE. The DBE who leases trucks from another DBE receives credit for the total value of the transportation services.

The DBE may also lease trucks from a non-DBE firm, including an owner-operator. The DBE who leases trucks with drivers from a non-DBE is entitled to credit for the total value of the transportation services provided by non-DBE leased trucks with drivers not to exceed the value of transportation services on the contract provided by DBE-owned trucks or leased trucks with DBE employee drivers. Additional participation by non-DBE owned trucks with drivers receives credit only for the fee or commission paid to the DBE as a result of the lease agreement.

Example: DBE Firm X uses two of its own trucks on a contract. It leases two trucks from DBE Firm Y and six trucks from non-DBE firm Z. DBE credit would be awarded for the total value of transportation services provided by Firm X and Firm Y, and may also be awarded for the total value of transportation services provided by four of the six trucks provided by Firm Z. In all, full credit would be allowed for the participation of eight trucks. DBE credit could be awarded only for the fees or commissions pertaining to the remaining trucks Firm X receives as a result of the lease with Firm Z.

The DBE may lease trucks without drivers from a non-DBE truck leasing company. If the DBE leases trucks from a non-DBE leasing company and uses its own employees as drivers, it is entitled to credit for the total value of these hauling services.

Example: DBE Firm X uses two of its own trucks on a contract. It leases three additional trucks from non-DBE Firm Z. Firm X uses its own employees to drive the trucks leased from Firm Z. DBE credit would be awarded for the total value of the transportation services provided by all five trucks.

For purposes of this section, a lease must indicate that the DBE has exclusive use of and control over the truck. This does not preclude the leased truck from working for others during the term of the lease with the consent of the DBE, so long as the lease gives the DBE absolute priority for use of the leased truck. Leased trucks must display the name and identification number of the DBE. Credit will be allowed only for those lease costs related to the time each truck is devoted to the project.

DBE credit for supplying paving grade asphalt and other asphalt products will only be permitted for standard industry hauling costs, and only if the DBE is owner or lessee of the equipment and trucks. Leases for trucks must be long term (extending for a fixed time period and not related to time for contract performance) and must include all attendant responsibilities such as insurance, titling, hazardous waste requirements, and payment of drivers.

18.08 Materials and Supplies:

LPA/Subrecipient will credit expenditures with DBEs for material and supplies towards the DBE goal as follows. If the materials or supplies are obtained from a DBE manufacturer, 100 percent of the cost of the materials or supplies is credited. A manufacturer is defined as a firm that operates or maintains a factory or establishment that produces, on the premises, the materials, supplies, articles, or equipment required under the contract, and of the general character described by the specifications.

If the materials or supplies are purchased from a DBE regular dealer, 60 percent of the cost of the materials or supplies is credited. A DBE regular dealer is defined as a firm that owns, operates, or maintains a store or warehouse or other establishment in which the materials, supplies, articles, or equipment of the general character described by the specifications and required under the contract are bought, kept in stock, and regularly sold or leased to the public in the usual course of business. To be a regular dealer, the firm must be an established,

regular business that engages, as its principal business and under its own name, in the purchase and sale or lease of the products in question. A firm may be a DBE regular dealer in such bulk items as petroleum products, steel, cement, stone or asphalt without owning, operating, or maintaining a place of business, as provided above, if the person both owns and operates distribution equipment for the products. Any supplementing of regular dealers' own distribution equipment shall be by a long-term lease agreement, and not on an ad-hoc or contract-by-contract basis. Packagers, brokers, manufacturers' representatives, or other persons who arrange or expedite transactions are not regular dealers within the meaning of this paragraph and the paragraph above.

With respect to materials or supplies purchased from a DBE which is neither a manufacturer nor a regular dealer, the LPA/Subrecipient will credit the entire amount of the fees or commissions charged by the DBE for assistance in the procurement of the materials and supplies, or fees or transportation charges for the delivery of materials or supplies required on a job site, toward DBE goals, provided the fees are determined to be reasonable and not excessive as compared with fees customarily allowed for similar services. The cost of the materials and supplies themselves may not be counted toward the DBE goal.

The LPA/Subrecipient will credit expenditures with DBEs for material and supplies (e.g. whether a firm is acting as a regular dealer or a transaction expeditor) towards the DBE goal on a contract-by-contract basis. The fact that a DBE firm qualifies under a classification (manufacturer, regular dealer or supplier) for one contract does not mean it will qualify for the same classification on another contract. The bidder shall be responsible for verifying whether a DBE qualifies as a DBE manufacturer, regular dealer or supplier. The bidder may contact the LPA/Subrecipient for assistance in this determination.

19.0 Effect of Contract Changes:

If for any reason it becomes apparent that the DBE goal will not be met then the contractor shall: (1) immediately notify the LPA/Subrecipient of the potential or actual decrease in DBE compensation, and (2) make good faith efforts to obtain DBE participation to meet or exceed the DBE contract goal. Good faith efforts required under the provisions of this section may vary, depending on the time available, the nature of the change, who initiated the change, and other factors as determined by LPA/Subrecipient.

LPA/Subrecipient will approve or deny the contractor's good faith efforts with BECO concurrence.

The contractor is not required to take work committed to another subcontractor and assign it to a DBE subcontractor in order to meet the committed DBE percentage.

If the resulting change increases the scope or quantity of work being done by a DBE subcontractor, the DBE shall be given the opportunity to complete the additional work and receive additional compensation beyond their original subcontract amount.

20.0 DBE Participation Above the Goal (Race Neutral Participation):

Additional DBE participation above the DBE participation required to meet the contract DBE goal is an important aspect of the Department's DBE program. The contractor is strongly encouraged to use additional DBEs above the DBE goal requirement in the contract to assist the Department in meeting its overall DBE goal and help the Department to meet the maximum feasible portion of its DBE goals through race neutral participation as outlined in 49 CFR Part 26.

There are fewer administrative requirements on the part of the contractor when using race neutral DBEs (DBEs not listed on the DBE Intended Participation Affidavit Summary). For example, if a DBE is not listed on the DBE Intended Participation Affidavit Summary, the DBE does not have to submit an Affidavit, and the subcontract approval process follows the same process of any other subcontract. The contractor does not have to replace the race neutral DBE with another DBE subcontractor if the race neutral DBE fails to perform. Therefore these DBEs are treated as any other subcontractor on the project.

21.0 Required Provisions for DBE Subcontracts:

All subcontracts of any tier, all supply contracts, and any other contracts in which a DBE is a party shall include, as a physical attachment, DBE Subcontract Compliance Assurances available from the LPA/Subrecipient.

Contractors executing agreements with subcontractors, DBE or non-DBE, that materially modify federal regulation and state statutes such as, prompt payment and retention requirements, through subcontract terms and conditions will be found in breach of contract which may result in termination of the contract, or any other such remedy as the LPA/Subrecipient and ADOT deem appropriate as outlined in DBE Subsection 2.0.

LPA/Subrecipient reserves the right to conduct random reviews of DBE and non-DBE subcontract documentation to ensure compliance with federal requirements.

The contractor shall ensure that all subcontracts or agreements with DBEs to supply labor or materials require that the subcontract and all lower tier subcontracts be performed in accordance with 49 CFR Part 26.

The Contractor shall provide electronic copies of signed subcontract agreements for all DBE Subcontracts listed on the DBE Intended Participation Affidavit Summary by uploading them within 15 calendar days of an approved contract to the LPA DBE System.

22.0 Contract Performance:

Contract items of work designated by the contractor to be awarded to DBEs shall be performed by the designated DBE or a LPA/Subrecipient, with BECO concurrence, approved DBE substitute. DBE contract work items shall not be performed by the contractor, or a non-DBE subcontractor without prior approval by the LPA/Subrecipient, with BECO concurrence. The DBE must perform a commercially useful function; that is, the DBE must manage, perform, and supervise a distinct element of work.

The contractor is required to use DBEs identified to meet the contract goal, so the prime contractor is responsible for ensuring that the DBEs are available to meet scheduling, work and other requirements on the contract.

LPA/Subrecipient will conduct reviews to ensure compliance with DBE requirements. The reviews may include, among other activities, interview of DBEs and their employees and the contractor and its employees. The contractor shall cooperate in the review and make its employees available. The contractor shall inform the LPA/Subrecipient in advance when each DBE will be working on the project to help facilitate reviews.

LPA/Subrecipient reserves the right to inspect all records of the contractor and all records of the DBEs and non-DBE subcontractors concerning this contract. The contractor must make all documents related to all contracts available to the LPA/Subrecipient upon request.

The contractor shall provide to the LPA/Subrecipient, at the pre-construction conference, copies of all completed, approved, and signed subcontracts, purchase orders, invoices, etc., with all committed DBEs. These documents shall include the AZ UTRACS Registration number for the subcontractor or materials supplier.

Use of every DBE listed on the DBE Intended Participation Affidavit Summary is a condition of this contract. The contractor shall utilize the specific DBEs listed to perform the work and supply the materials for which each is listed on the Intended Participation Affidavit Summary unless the contractor obtains written consent from the LPA/Subrecipient with BECO concurrence. The contractor shall not be entitled to any payment for work or material that is not performed or supplied by the listed DBE, unless the contractor obtains written consent from the LPA/Subrecipient with BECO concurrence.

23.0 Joint Checks:

23.01 Requirements:

A DBE subcontractor and a material supplier (or equipment supplier) may request permission for the use of joint checks for payments from the prime contractor to the DBE subcontractor and the supplier. Joint checks may be issued only if all the conditions in this subsection are met.

1. The DBE subcontractor must be independent from the prime contractor and the supplier, and must perform a commercially useful function. The DBE subcontractor must be responsible for negotiating the price of the material, determining quality and quantity, ordering the materials, installing (where applicable), and paying for the material. The DBE subcontractor may not be utilized as an extra participant in a transaction, contract, or project in order to obtain the appearance of DBE participation.
2. The use of joint checks will be allowed only if the prime contractor, DBE subcontractor, and material supplier establish that the use of joint checks in similar transactions is a

commonly recognized business practice in the industry, particularly with respect to similar transactions in which DBE's do not participate.

3. A material or supply contract may not bear an excessive ratio relative to the DBE subcontractor's normal capacity.
4. There may not be any exclusive arrangement between one prime and one DBE in the use of joint checks that may bring into question whether the DBE is independent of the prime contractor.
5. Any arrangement for joint checks must be in writing, and for a specific term (for example, one year, or a specified number of months) that does not exceed a reasonable time to establish a suitable credit line with the supplier.
6. The prime contractor may act solely as the payer of the joint check, and may not have responsibility for establishing the terms of the agreement between the DBE subcontractor and the supplier.
7. The DBE must be responsible for receiving the check from the prime contractor and delivering the check to the supplier.
8. The prime contractor cannot require the DBE subcontractor to use a specific supplier, and the prime contractor may not participate in the negotiation of unit prices between the DBE subcontractor and the supplier.

23.02 Procedure and Compliance:

1. BECO must approve the agreement for the use of joint checks in writing before any joint checks are issued. The prime contractor shall submit a DBE joint check request form, available from the BECO website, along with the joint check agreement, to LPA/Subrecipient and BECO through email within seven calendar days from the time the subcontract is executed.
2. After obtaining authorization from BECO for the use of joint checks, the prime contractor, the DBE, and the supplier must retain documentation to allow for efficient monitoring of the agreement by the LPA/Subrecipient.
3. Copies of canceled checks must be submitted, with the payment information for the period in which the joint check was issued, electronically through email to LPA/Subrecipient Procurement Office and made available for review at the time of the onsite CUF review. The prime contractor, DBE, and supplier each have an independent duty to report to the LPA/Subrecipient in the case of any change from the approved joint check arrangement.

4. Any failure to comply will be considered by the LPA/Subrecipient, with ADOT concurrence to be a material breach of this contract and will subject the prime contractor, DBE, and supplier to contract remedies and, in the case of serious violations, a potential for termination of the contract, or other remedies which may prevent future participation by the offending party.

24.0 DBE Termination/Substitution:

24.01 General Requirements:

The contractor shall make all reasonable efforts to avoid terminating or substituting a DBE listed on the DBE Intended Participation Affidavit Summary. At a minimum, the contractor shall negotiate in good faith, give timely notices and/or extend deadlines to the extent that it will not jeopardize the contract with the LPA/Subrecipient. Reasonable methods to resolve performance disputes must be applied and documentation provided to LPA/Subrecipient before attempting to substitute or terminate a DBE.

24.02 Contractor Notice of Termination/Substitution:

All terminations, substitutions, and reductions in scope of work to be performed by DBEs listed on the DBE Intended Participation Affidavit Summary must be approved in writing by the LPA/Subrecipient, with BECO concurrence. The contractor shall contact the LPA/Subrecipient within 24 hours from the first sign of any reason for potential DBE termination/substitution.

The contractor shall not terminate a DBE subcontractor listed on the DBE Intended Participation Affidavit or complete the work contracted to the DBE with its own forces or with a non-DBE firm without the LPA/Subrecipient written consent and BECO concurrence. Before submitting a formal request to the LPA/Subrecipient for DBE termination/substitution, the contractor shall give written notice to the DBE subcontractor with a copy to the LPA/Subrecipient of its intent to terminate or substitute the DBE identifying the reason for the action. The notice shall include the deadline for the DBE to submit a written response advising the contractor, LPA/Subrecipient of its position which shall be a minimum of five calendar days after the notice is given. Before making a determination for approval regarding the contractor's termination and substitution request, the LPA/Subrecipient, with BECO concurrence, will consider both the contractor's request and the DBE firm's response.

24.03 Contractor Request for Termination/Substitution:

The contractor shall formally request the termination or substitution of a DBE listed on the DBE Intended Participation Affidavit Summary by submitting the DBE Termination/Substitution Request form with supporting documentation to the LPA/Subrecipient; form is available from the LPA/Subrecipient. The submission shall include the following information:

- 1) The date the contractor determined the DBE to be unwilling, unable, or ineligible to perform.

- 2) A brief statement of facts describing the situation and citing specific actions or inaction by the DBE firm giving rise to contractor's assertion that the DBE firm is unwilling, unable, or ineligible to perform.
- 3) A brief statement of the good faith efforts undertaken by the contractor to enable the DBE firm to perform.
- 4) The total dollar amount currently paid for work performed by the DBE firm.
- 5) The total dollar amount remaining to be paid to the DBE firm for work completed, but for which the DBE firm has not received payment, and over which the contractor and the DBE firm have no dispute.
- 6) The projected date that the contractor requires a substitution or replacement DBE to commence work, if consent is granted to the request.
- 7) The DBE's response to the notice of intent to terminate. If there is no response from the DBE within the time allowed in the notice of intent to terminate, the contractor shall state that no response was received.

Written consent for terminating any DBE listed on the DBE Intended Participation Affidavit Summary will be granted only where the contractor can demonstrate good cause showing that the DBE is unable, unwilling, or ineligible to perform. Such written consent to terminate any DBE shall concurrently constitute written consent to substitute or replace the terminated DBE. Termination or substitution of a DBE listed on the DBE Intended Participation Affidavit Summary will not be allowed based solely on a contractor's ability to negotiate a more advantageous contract with another subcontractor. Prior to making a determination for approval regarding the contractor's termination and substitution request, the LPA/Subrecipient, with BECO concurrence, will consider both the contractor's request and the DBE firm's response.

24.04 Good Cause:

The LPA/Subrecipient, with BECO concurrence, will make the determination of good cause by providing written consent to the contractor after evaluating the contractor's good cause to terminate or substitute a DBE firm. Good cause for this purpose includes the following in relation to the listed DBE subcontractor:

1. Fails or refuses to execute a written contract.
2. Fails or refuses to perform the work of its subcontract in a way consistent with normal industry practice standards. However, good cause does not exist if the failure or refusal of the DBE subcontractor to perform its work on the subcontract results from the bad faith or discriminatory action of the prime contractor.
3. Fails or refuses to meet the prime contractor's reasonable, nondiscriminatory bond/insurance requirements.
4. Becomes bankrupt, insolvent, or exhibits credit unworthiness.
5. Is ineligible to work on public works projects because of suspension and debarment proceedings pursuant to federal or state law.
6. Is not a responsible contractor.
7. Voluntarily withdraws from the project and provides written notice of its withdrawal to the Department.

8. Is ineligible to receive DBE credit for the type of work required.
9. A DBE owner dies or becomes disabled with the result that the firm is unable to complete its work on the contract.
10. Other documented good cause that the BECO determines compels the termination or substitution of the DBE subcontractor.

24.05 DBE Termination/Substitution Good Faith Effort:

If the LPA/Subrecipient approves the termination of a DBE, the contractor shall make good faith efforts to find another DBE subcontractor to substitute for the original DBE. The good faith efforts as identified in DBE Subsection 15.0 shall be directed at finding another DBE to perform at least the same amount of work under the contract as the DBE that was terminated, to the extent needed to meet the contract goal. If a replacement DBE is not identified for the original DBE's work, the good faith efforts shall be documented and provided, upon request, to the LPA/Subrecipient within seven calendar days from the date of the request.

A prime contractor's inability to find a replacement DBE at the original price is not alone sufficient to support a finding that good faith efforts have been made to replace the original DBE. The fact that the contractor has the ability and/or desire to perform the contract work with its own forces does not relieve the contractor of the obligation to make good faith efforts to find the replacement DBE, and it is not a sound basis for rejecting a prospective replacement DBE's reasonable quote.

The termination of a DBE firm shall not relieve the contractor of its obligations under this Special Provision, and the unpaid portion of the terminated DBE firm's subcontract will not be counted toward the DBE goal.

If the LPA/Subrecipient has eliminated items of work subcontracted to a committed DBE, the prime contractor shall still make good faith efforts to replace the DBE with another DBE to the extent necessary to meet the goal. The LPA/Subrecipient will review the quality, thoroughness, and intensity of those efforts and give consideration to when the change was made, the nature of the change, and other factors as determined by the LPA/Subrecipient.

When a DBE substitution has been approved by the LPA/Subrecipient and concurred by BECO, the contractor shall submit an amended DBE Intended Participation Affidavit and Intended Participation Affidavit Summary to LPA/Subrecipient Procurement Office for approval with the substitute DBE's name, description of work, NAICS code, AZ UTRACS registration number, and dollar value of work. Approval from LPA/Subrecipient with BECO concurrence must be obtained prior to the substituted DBE beginning work.

24.06 Sanctions:

Failure by the contractor to carry out the requirements of these DBE Termination/Substitution specifications is a material breach of contract and will result in such remedies as the LPA/Subrecipient deems appropriate, with ADOT concurrence, which will include, but are not limited to the assessment of liquidated damages. The LPA/Subrecipient will deduct from monies due or becoming due to the contractor, the dollar amount of the wrongfully

substituted/replaced DBE subcontract plus 25 percent of the amount remaining to be paid to the DBE as liquidated damages. These liquidated damages shall be in addition to all other retention or liquidated damages provided for elsewhere in the contract.

25.0 Certification of Final DBE Payments:

The contractor's achievement of the goal is measured by actual payments made to the DBE. The contractor shall submit the "Certification of Final DBE Payments" form for each DBE firm working on the contract. This form shall be signed by the contractor and the relevant DBE, and submitted to the LPA/Subrecipient no later than 30 days after the DBE completes its work.

The LPA/Subrecipient and ADOT will use this certification and other information available to determine applicable DBE credit allowed to date by the contractor and the extent to which the DBE firms were fully paid for that work. By the act of filing the forms, the contractor acknowledges that the information is supplied in order to justify the payment of state and federal funds to the contractor.

The contractor will not be released from the obligations of the contract until the "Certification of Final DBE Payments" forms are received and deemed acceptable by the LPA/Subrecipient.

26.0 Sanctions for Not Meeting Contract DBE Goal:

If the LPA/Subrecipient determines, with BECO concurrence, that the contractor has, without justification, not met the established DBE goal the LPA/Subrecipient will, at its discretion, deduct up to two times the amount of the unattained portion of established DBE goal from monies due or becoming due the contractor as liquidated damages, based on the circumstances of the noncompliance.

The LPA/Subrecipient, with BECO concurrence, will determine whether liquidated damages will be assessed and the amount of the liquidated damages. The LPA/Subrecipient will consider whether there have been other violations on this or other contracts, whether the failure was due to circumstances beyond the control of the contractor, whether the contractor has made good faith efforts to meet the goal, and other appropriate circumstances.

The contractor may, within 15 calendar days of receipt of the decision of the LPA/Subrecipient escalate the decision to the State Engineer. If the contractor does not escalate the decision of the LPA/Subrecipient, in writing, within 15 calendar days of receipt of the decision, the contractor will be deemed to have accepted the decision and there will be no further remedy for the contractor.

In addition to any other sanctions, willful failure of the contractor, DBE or other subcontractor to comply with this contract or with the Federal DBE regulations may result in disqualification from further contracting, subcontracting, or other participation in the Department's and LPA/Subrecipient's projects.

27.0 False, Fraudulent, or Dishonest Conduct:

In addition to any other remedies or actions, the Department will bring to the attention of the US Department of Transportation any appearance of false, fraudulent, or dishonest conduct in connection with the DBE program, so that USDOT can take steps such as referral to the Department of Justice for criminal prosecution, referral to the USDOT Inspector General for possible initiation of suspension and debarment proceedings against the offending parties or application of "Program Fraud and Civil Penalties" rules provided in 49 CFR Part 31.

City of Phoenix
Title VI Assurances

The **City of Phoenix** (herein referred to as the "Recipient"), HEREBY AGREES THAT, as a condition to receiving any Federal financial assistance from the U.S. Department of Transportation (DOT), through *Federal Highway Administration and Arizona Department of Transportation*, is subject to and will comply with the following:

Statutory/Regulatory Authorities

- Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d *et seq.*, 78 stat. 252), (prohibits discrimination on the basis of race, color, national origin);
- 49 C.F.R. Part 21 (entitled *Non-discrimination In Federally-Assisted Programs Of The Department Of Transportation--Effectuation Of Title VI Of The Civil Rights Act Of 1964*);
- 28 C.F.R. section 50.3 (U.S. Department of Justice Guidelines for Enforcement of Title VI of the Civil Rights Act of 1964);
- 23 C.F.R. Part 200 Subchapter C-Civil Rights (Title VI program implementation and related statutes)

The preceding statutory and regulatory cites hereinafter are referred to as the "Acts" and "Regulations," respectively.

General Assurances

In accordance with the Acts, the Regulations, and other pertinent directives, circulars, policy, memoranda and/or guidance, the Recipient hereby gives assurances that it will promptly take any measures necessary to ensure that:

"No person in the United States shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity," for which the Recipient receives Federal financial assistance from DOT, including the Federal Highway Administration.

The Civil Rights Restoration Act of 1987 clarified the original intent of Congress, with respect to Title VI and other Non-discrimination requirements (The Age Discrimination Act of 1975, and Section 504 of the Rehabilitation Act of 1973), by restoring the broad, institutional-wide scope and coverage of these non-discrimination statutes and requirements to include all programs and activities of the Recipient, so long as any portion of the program is Federally assisted.

Specific Assurances

More specifically, and without limiting the above general Assurance, the Recipient agrees with and gives the following Assurances with respect to its *Federal Aid Highway Program*.

1. The Recipient agrees that each "activity," "facility," or "program," as defined in §§ 21.23 (b) and 21.23 (e) of 49 C.F.R. § 21 will be (with regard to an "an "activity") facilitated, or will be (with regard to a "facility") operated, or will be (with regard to a "program") conducted in compliance with all requirements imposed by, or pursuant to the Acts and the Regulations.

2. The Recipient will insert the following notification in all solicitations for bids, Requests For Proposals for work, or material subject to the Acts and the Regulations made in connection with all *Federal Aid Highway Program* and, in adapted form, in all proposals for negotiated agreements regardless of finding source:

*"The **City of Phoenix**, in accordance with the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252.42 U.S.C. §§ 2000d-4) and the Regulations, hereby notifies all advertisement, disadvantaged business enterprises will be afforded full and fair opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, or national origin in consideration for an award."*

3. The Recipient will insert the clauses of Appendix A and E of this Assurance in every contract or agreement subject to the Acts and the Regulations.

4. The Recipient will insert the clauses of Appendix B of this Assurance, as a covenant running with the land, in any deed from the United States effecting or recording a transfer of real property, structures, use, or improvements thereon or interest therein to a Recipient.

5. That where the Recipient receives Federal financial assistance to a construct a facility or part of a facility, the Assurance will extend to the entire facility and facilities operated in connection therewith.

6. That where the Recipient receives Federal financial assistance in the form, or for the acquisition of real property or an interest in real property, the Assurance will extend to rights to space on, over, or under such property.

7. That the Recipient will include the clauses set forth in Appendix C and Appendix D of this Assurance, as a covenant running with the land, in any future deeds, leases, licenses, permits, or similar instruments entered into by the Recipient with other parties:

a. for the subsequent transfer of real property acquired or improved under the applicable activity, project, or program; and

b. for the construction or use of, or access to, space on, over, or under real property acquired or improved under the applicable activity, project or program.

8. That this Assurance obligates the Recipient for the period during which Federal financial assistance is extended to the program, except where the Federal financial assistance is to provide, or is in the form of, personal property, or real property, or interest therein, or structures or improvements thereon, in which case the Assurance obligates the Recipient, or any transference for the longer of the following periods:

- a. the period during which the property is used for a purpose for which the Federal financial assistance is extended, or for another purpose involving the provision of similar services or benefits; or
- b. the period during which the Recipient retains ownership or possession of the property.

9. The Recipient will provide for such methods of administration for the program as are found by the Secretary of Transportation or the official whom he/she delegates specific authority to give reasonable guarantee that it, other recipients, sub-recipients, sub-grantees, contractors, subcontractors, consultants, transferees, successors in interest, and other participants of Federal financial assistance under such program will comply with all requirements imposed or pursuant to the Acts, the Regulations, and this Assurance.

10. The Recipient agrees that the United States has a right to seek judicial enforcement with regard to any matter arising under the Acts, the Regulations, and this Assurance.

By signing this ASSURANCE, *City of Phoenix* also agrees to comply (and require any sub-recipients, sub-grantees, contractors, successors, transferees, and/or assignees to comply) with all applicable provisions governing *Federal Highway Administration or Arizona Department of Transportation* access to records, accounts, documents, information, facilities, and staff. You also recognize that you must comply with any program or compliance reviews, and/or complaint investigations conducted by the *Federal Highway Administration or Arizona Department of Transportation*. You must keep records, reports, and submit the material for review upon request to *Federal Highway Administration, Arizona Department of Transportation*, or its designee in timely, complete, and accurate way. Additionally, you must comply with all other reporting, data collection, and evaluation requirements, as prescribed by law or detailed in program guidance.

City of Phoenix gives this ASSURANCE in consideration of and for obtaining any Federal grants, loans, contracts, agreements, property, and/or discounts, or other Federal-aid and Federal financial assistance extended after the date hereof to the recipients by the U.S. Department of Transportation under the *Federal Highway Administration and Arizona Department of Transportation*. This ASSURANCE is binding on Arizona, other recipients, sub-recipients, sub-grantees, contractors, subcontractors and their subcontractors', transferees, successors in interest, and any other participants in the *Federal Aid Highway Program* the person(s) signing below is authorized to sign this ASSURANCE on behalf of the Recipient.

City of Phoenix
(Name of Recipient)

by 
(Signature of Authorized Official)

DATED 7/20/17

APPENDIX A

During the performance of this contract, the contractor, for itself, its assignees, and successors in interest (hereinafter referred to as the "contractor") agrees as follows:

1. **Compliance with Regulations:** The contractor (hereinafter includes consultants) will comply with the Acts and the Regulations relative to Non-discrimination in Federally-assisted programs of the U.S. Department of Transportation, *Federal Highway Administration or the Arizona Department of Transportation*, as they may be amended from time to time, which are herein incorporated by reference and made a part of this contract.
2. **Non-discrimination:** The contractor, with regard to the work performance by it during the contract, will not discriminate on the grounds of race, color, or national origin in the selection and retention of subcontractors, including procurements of materials and leases of equipment. The contractor will not participate directly or indirectly in the discrimination prohibited by the Acts and the Regulations, including employment practices when the contract covers any activity, project, or program set forth in Appendix B of 49 CFR Part 21.
3. **Solicitations for Subcontracts, Including Procurements of Materials and Equipment:** In all solicitations, either by competitive bidding, or negotiation made by the contractor for work to be performed under a subcontract, including procurements of materials, or leases of equipment, each potential subcontractor or supplier will be notified by the contractor of the contractor's obligations under this contract and the Acts and Regulations relative to Non-discrimination on the grounds of race, color, or national origin.
4. **Information and Reports:** The contractor will provide all information and reports required by the Acts, the Regulations, and directives issued pursuant thereto and will permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by the Recipient, the *Federal Highway Administration or Arizona Department of Transportation* to be pertinent to ascertain compliance with such Acts, Regulations, and instructions. Where any information required of a contractor is in the exclusive possession of another who fails or refuses to furnish the information, the contractor will so certify to the Recipient, the *Federal Highway Administration, or Arizona Department of Transportation*, as appropriate, and will set forth what efforts it has made to obtain the information.
5. **Sanctions for Noncompliance:** In the event of a contractor's noncompliance with the Non-discrimination provisions of this contract, the Recipient will impose such contract sanctions as it or the *Federal Highway Administration or Arizona Department of Transportation*, may determine to be appropriate, including, but not limited to:
 - a. withholding payments to the contractor under the contract until the contractor complies; and/or
 - b. cancelling, terminating, or suspending a contract, in whole or in part.
6. **Incorporation of Provisions:** The contractor will include the provisions of paragraphs one through six in every subcontract, including procurements of materials and leases of equipment, unless exempt by the Acts, the Regulations and directives issued pursuant thereto. The contractor will take action with request to any subcontract or procurement as the Recipient, the *Federal Highway Administration, or Arizona Department of Transportation* may direct as a means of enforcing such provisions including sanctions for noncompliance. Provided, that if the contractor becomes involved in, or is threatened with litigation by a subcontractor or supplier because of such direction, the contractor may request the Recipient to enter into any litigation to protect the interests of the Recipient. In addition, the contractor may request the United States to enter into the litigation to protect the interests of the United States.

APPENDIX B

CLAUSES FOR DEEDS TRANSFERRING UNITED STATES PROPERTY

The following clauses will be included in deeds effecting or recording the transfer of real property, structures, or improvements thereon, or granting interest therein from the United States pursuant to the provisions of Assurance 4:

NOW, THEREFORE, the U.S. Department of Transportation as authorized by law and upon the condition that City of Phoenix will accept title to the lands and maintain the project constructed thereon in accordance with Title 23, United States Code the Regulations for the Administration of *Federal Aid for Highways*, and the policies and procedures prescribed by the *Arizona Department of Transportation ,Federal Highway Administration* and the U.S. Department of Transportation in accordance and in compliance with all requirements imposed by Title 49, Code of Federal Regulations, U.S. Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Non-discrimination in Federally-assisted programs of the U.S. Department of Transportation pertaining to and effectuating the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252;42 U.S.C. § 2000d to 2000d-4), does hereby remise, release, quitclaim and convey unto the City of Phoenix all the right, title and interest of the U.S. Department of Transportation in and to said lands described in Exhibit A attached hereto and made a part hereof.

(HABENDUM CLAUSE)

TO HAVE AND TO HOLD said lands and interests therein unto City of Phoenix and its successors forever, subject, however, to the covenants, conditions, restrictions and reservations herein contained as follows, which will remain in effect for the period during which the real property or structures are used for a purpose for which Federal financial assistance is extended or for another purpose involving the provision of similar services or benefits and will be binding on the City of Phoenix, its successors and assigns.

The City of Phoenix ,in consideration of the conveyance of said lands and interests in lands, does hereby covenant and agree as a covenant running with the land for itself, its successors and assigns, that (1) no person will on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination with regard to any facility located wholly or in part on, over, or under such lands hereby conveyed [.] [and]* (2) that the City of Phoenix will use the lands and interests in lands and interests in lands so conveyed, in compliance with all requirements imposed by or pursuant to Title 49, Code of Federal Regulations, U.S. Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Non-discrimination in Federally-assisted programs of the U.S. Department of Transportation, Effectuation of Title VI of the Civil Rights Act of 1964, and as said Regulations and Acts may be amended[, and (3) that in the event of breach of any of the above-mentioned non-discrimination conditions, the Department will have a right to enter or re-enter said lands and facilities on said land, and that above described land and facilities will thereon revert to and vest in and become the absolute property of the U.S. Department of Transportation and its assigns as such interest existed prior to this instruction].*

*Reverter clause and related language to be used only when it is determined that such a clause is necessary in order to make clear the purpose of Title VI.

APPENDIX C

CLAUSES FOR TRANSFER OF REAL PROPERTY ACQUIRED OR IMPROVED UNDER THE ACTIVITY, FACILITY, OR PROGRAM

The following clauses will be included in deeds, licenses, leases, permits, or similar instruments entered into by the City of Phoenix pursuant to the provisions of Assurance 7(a):

A. The (grantee, lessee, permittee, etc. as appropriate) for himself/herself, his/her heirs, personal representatives, successors in interest, and assigns, as a part of the consideration hereof, does hereby covenant and agree [in the case of deeds and leases add "as a covenant running with the land"] that:

1. In the event facilities are constructed, maintained, or otherwise operated on the property described in this (deed, license, lease, permit, etc.) for a purpose for which a U.S. Department of Transportation activity, facility, or program is extended or for another purpose involving the provision of similar services or benefits, the (grantee, licensee, lessee, permittee, etc.) will maintain and operate such facilities and services in compliance with all requirements imposed by the Acts and Regulations (as may be amended) such that no person on the grounds of race, color, or national origin, will be excluded from participation in, denied the benefits of, or be otherwise subjected to discrimination in the use of said facilities,

B. With respect to licenses, leases, permits, etc., in the event of breach of any of the above Non-discrimination covenants, City of Phoenix will have the right to terminate the (lease, license, permit, etc.) and to enter, re-enter, and repossess said lands and facilities thereon, and hold the same as if the (lease, license, permit, etc.) had never been made or issued.*

C. With respect to licenses, leases, permits, etc., in the event of breach of any of the above Non-discrimination covenants, City of Phoenix will have the right to enter or re-enter the lands and facilities thereon, and the above described lands and facilities will there upon revert to and vest in and become the absolute property of the City of Phoenix and its assigns*.

*Reverter clause and related language to be used only when it is determined that such a clause is necessary to make clear the purpose of Title VI.

APPENDIX D

CLAUSES FOR CONSTRUCTION/USE/ACCESS TO REAL PROPERTY ACQUIRED UNDER THE ACTIVITY, FACILITY OR PROGRAM

The following clauses will be included in deeds, licenses, permits, or similar instruments/agreements entered into by **City of Phoenix** pursuant to the provisions of Assurance 7(b):

A. The (grantee, licensee, permittee, etc., as appropriate) for himself/herself, his/her heirs, personal representatives, successors in interest, and assigns, as a part of the consideration hereof, does hereby covenant and agree (in the case of deeds and leases add, "as a covenant running with the land") that (1) no person on the ground of race, color, or national origin, will be excluded from participation in, denied the benefits of, or be otherwise subjected to discrimination in the use of said facilities, (2) that in the construction of any improvements on, over, or under such land, and the furnishing of services thereon, no person on the ground of race, color, or national origin, will be excluded from participation in, denied the benefits of, or otherwise be subjected to discrimination, (3) that the (grantee, licensee, lessee, permittee etc.) will use the premises in compliance with all other requirements imposed by or pursuant to the Acts and Regulations, as amended set forth in this Assurance.

B. With respect to (licenses, leases, permits, etc.), in the event of breach of any of the above Non-discrimination covenants, **City of Phoenix** will have the right to terminate the (license, permit, etc., as appropriate) and to enter or re-enter or re-enter and repossess said land and the facilities thereon, and hold the same as if said (license, permit, etc., as appropriate) had never been made or issued.*

C. With respect to deeds, in the event of breach of any of the above Non-discrimination covenants, **City of Phoenix** will there upon revert to and vest in and become the absolute property of **City of Phoenix** and its assigns.*

Reverter clause and related language to be used only when it is determined that such a clause is necessary to make clear the purpose of Title VI.

APPENDIX E

During the performance of this contract, the contractor, for itself, its assignees, and successors in interest (hereinafter referred to as the "contractor") agrees to comply with the following non-discrimination statutes and authorities; including but not limited to:

Pertinent Non-Discrimination Authorities:

- Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d *et seq.*, 78 stat. 252), (prohibits discrimination on the basis of race, color, national origin); and 49 CFR Part 21.
- The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, (42 U.S.C. § 4601), (prohibits unfair treatment of persons displaced or whose property has been acquired because of Federal or Federal-aid programs and projects);
- Federal-Aid Highway Act of 1973, (23 U.S.C. § 324 *et seq.*), (prohibits discrimination on the basis of sex);
- Section 504 of the Rehabilitation Act of 1973, (29 U.S.C. § 794 *et seq.*), as amended, (prohibits discrimination on the basis of disability); and 49 CFR Part 27;
- The Age Discrimination Act of 1975, as amended, (42 U.S.C. § 6101 *et seq.*), (prohibits discrimination on the basis of age);
- Airport and Airway Improvement Act of 1982, (49 USC § 471, Section 47123), as amended, (prohibits discrimination based on race, creed, color, national origin, or sex);
- The Civil Rights Restoration Act of 1987, (PL 100-209), (Broadened the scope, coverage and applicability of Title VI of the Civil Rights Act of 1964, The Age Discrimination Act of 1975 and Section 504 of the Rehabilitation Act of 1973, by expanding the definition of the terms "programs or activities" to include all of the programs or activities of the Federal-aid recipients, sub-recipients and contractors, whether such programs or activities are Federally funded or not);
- Titles II and III of the Americans with Disabilities Act, which prohibit discrimination on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing entities (42 U.S.C. §§ 12131-12189) as implemented by Department of Transportation regulations at 49 C.F.R. parts 37 and 38;
- The Federal Aviation Administration's Non-discrimination statute (49 U.S.C. § 47123) (prohibits discrimination on the basis of race, color, national origin, and sex);
- Executive Order 12898, Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations, which ensures discrimination against minority populations by discouraging programs, policies, and activities with disproportionately high and adverse human health or environmental effects on minority and low-income populations;
- Executive Order 13166, Improving Access to Services for Persons with Limited English Proficiency, and resulting agency guidance, national origin discrimination includes discrimination because of limited English proficiency (LEP). To ensure compliance with Title VI, you must take reasonable steps to ensure that LEP persons have meaningful access to your programs (70 Fed. Reg. at 74087 to 74100);
- Title IX of the Education Amendments of 1972, as amended, which prohibits you from discriminating because of sex in education programs or activities (20 U.S.C. 1687 *et seq.*).

CONSTRUCTION AND PROFESSIONAL SERVICES/DESIGN CONTRACTS PROMPT PAY AND PAYMENT REPORTING PROVISIONS

**** FOR USE ON LPA FEDERAL AID PROJECTS ****

(09/20/2016)

MEASUREMENTS AND PAYMENT:

Partial Payments:

If satisfactory progress is being made, the contractor will receive a payment based on the amount of work completed. Progress payments may be made by the LPA/ Subrecipient Procurement Office to the contractor on the basis of an approved estimate of the work performed during a preceding period of time. The progress payments shall be paid on or before 14 days after the estimate of the work is approved. The estimate of the work shall be deemed received by the LPA/Subrecipient Procurement Office on submission to the person designated by the LPA/Subrecipient Procurement Office for the submission, review or approval of the estimate of the work. The LPA/Subrecipient Procurement Office by mutual agreement may make progress payments on contracts of less than 90 days and shall make monthly progress payments on all other contracts. Payment to the contractor on the basis of a duly certified and approved estimate of the work performed during the preceding calendar month under the contract may include payment for material and equipment.

An estimate of the work submitted shall be deemed approved and certified for payment after seven days from the date of submission unless before that time the LPA/Subrecipient Procurement Office or Designee prepares and issues a specific written finding setting forth those items in detail in the estimate of the work that are not approved for payment under the contract. The contractor shall work with the LPA/Subrecipient or the LPA/Subrecipient Designee to finalize monthly estimate. The progress payments shall be paid on or before 14 days after the estimate of the work is certified and approved in accordance with Arizona Revised Statutes Section 34-221.

The contractor shall pay to the contractor's subcontractors or material suppliers and each subcontractor shall pay to the subcontractor's subcontractor or material supplier, within seven days of receipt of each progress payment the respective amounts allowed the contractor or subcontractor on account of the work performed by the subcontractors, to the extent of each subcontractor's interest, except that no contract for construction services may materially alter the rights of any contractor, subcontractor or material supplier to receive prompt and timely payment.

A subcontractor may notify the LPA/Subrecipient Procurement Office in writing requesting that the subcontractor be notified by the Subrecipient Procurement Office in writing within five days from payment of each progress payment made to the contractor.

Subcontractor Payments:

(1) Retention:

If the prime contract does not provide for retention, the contractor and each subcontractor of any tier shall not withhold retention on any subcontract. If the prime contract provides for retention, the prime contractor and each subcontractor of any tier shall not retain a higher percentage than the LPA/Subrecipient may retain under the prime contract.

(2) No Set-offs Arising from Other Contracts:

If a subcontractor is performing work on multiple contracts for the same contractor or subcontractor of any tier, the contractor or subcontractor of any tier shall not withhold or reduce payment from its subcontractors on the contract because of disputes or claims on another contract.

(3) Partial Payment:

The contractor and each subcontractor of any tier shall make prompt partial payments to its subcontractors within seven days of receipt of payment from the LPA/Subrecipient Procurement Office. Notwithstanding any provision of Arizona Revised Statutes Section 34-221, the parties may not agree otherwise.

(4) Final Payment:

The contractor and each subcontractor of any tier shall make prompt final payment to each of its subcontractors. The contractor and each subcontractor of any tier shall pay all monies, including retention, due to its subcontractor within seven days of receipt of payment. Notwithstanding any provision of Arizona Revised Statutes Section 34-221, the parties may not agree otherwise.

(5) Payment Reporting:

For the purposes of this subsection "Reportable Contracts" means any subcontract, of any tier, DBE or non-DBE, by which work shall be performed on behalf of the contractor and any contract of any tier with a DBE material supplier.

The requirements of this subsection apply to all Reportable Contracts.

Payment Reporting for all Reportable Contracts shall be done through the LPA DBE System which can be accessed at AZ UTRACS on the Arizona Transportation Business Portal at www.azutracs.com. No later than fifteen calendar days after the preconstruction conference, the contractor shall log into the system and enter or verify the name, contact information, and subcontract amounts for Reportable Contracts on the project. As Reportable Contracts are approved over the course of the contract, the contractor shall enter the subcontractor information in the LPA DBE System. Reportable contracts information shall be entered into

the system no later than five calendar days after approval by the LPA/Subrecipient Procurement Office.

The contractor shall report on a monthly basis indicating the amounts actually paid and the dates of each payment under any Reportable Contract on the project. The contractor shall provide information for payments made on all Reportable Contracts during the previous month by the last day of the current month. In the event that no payments were made during a given month, the contractor shall identify that by entering a dollar value of zero. If the contractor does not pay the full amount of any invoice from a subcontractor, the contractor shall note that and provide the reasons in the comment section of the Monthly Payment Audit of the LPA DBE System.

In addition, the contractor shall require that all participants in any Reportable Contract electronically verify receipt of payment on the contract within 15 days of receipt of electronic payment notification and the contractor shall actively monitor the system to ensure that the verifications are input. The contractor shall proactively work to resolve any payment discrepancies in the system between payment amounts it reports and payment confirmation amounts reported by others.

The contractor shall ensure that all Reportable Contract payment activity is in the LPA DBE System. This includes all lower-tier Reportable Contracts.

The contractor shall maintain records for each payment explaining the amount requested by the subcontractor, and the amount actually paid pursuant to the request, which may include but are not limited to, estimates, invoices, pay requests, copies of checks or wire transfers, and lien waivers in support of the monthly payments in the system.

The contractor shall ensure that a copy of this Subsection is included in every Reportable Contract of every tier.

(a) Sanctions for Inadequate Reporting:

For each Reportable Contract on which the contractor fails to submit timely and complete payment information the LPA/Subrecipient Procurement Office will retain \$1,000.00 as liquidated damages, from the monies due to the contractor. Liquidated damages will be deducted each month for each Reportable Contract on which the contractor fails to submit payment information until the contractor provides the required information as described herein. After 90 consecutive days of non-reporting, the liquidated damages will increase to \$2,000.00 for each subsequent month, for each Reportable Contract on which the contractor fails to report until the information is provided. These liquidated damages shall be in addition to all other retention or liquidated damages provided for elsewhere in the contract.

(6) Completion of Work:

A subcontractor's work is satisfactorily completed when all the tasks called for in the subcontract have been accomplished, documented, and accepted by the LPA/Subrecipient Procurement Office.

(7) Disputes:

If there is a discrepancy between what is reported by the contractor in the LPA DBE System and what the subcontractor indicates, an alert email will automatically be sent to the contractor. The email will be sent to the email address provided by the contractor in the LPA DBE System. It is the contractor's responsibility to ensure that the email address in the system is kept current.

The contractor shall provide a verifiable explanation of the discrepancy in the LPA DBE System as early as practicable but in no case later than seven days after the date of the alert email.

The LPA/Subrecipient will determine whether the contractor has acted in good faith concerning any such explanations. The LPA/Subrecipient and ADOT BECO reserves the right to request and receive documents from the contractor and all subcontractors of any tier, in order to determine whether prompt payment requirements are met.

The contractor shall implement and use the dispute resolution process outlined in the subcontract or by following the LPA/Subrecipient escalation process, to resolve payment disputes.

(8) Non-compliance:

Failure to make prompt partial payment, or prompt final payment including any retention, within the time frames established above, will result in remedies, as the LPA/Subrecipient Procurement Office deems appropriate, which may include but are not limited to:

- (a) Liquidated Damages: These liquidated damages shall be in addition to all other retention or liquidated damages provided for elsewhere in the contract.
 - (i) The LPA/Subrecipient Procurement Office will withhold two times the disputed dollar amount not paid to each subcontractor.
 - (ii) If full payment is made within 30 days of the LPA/Subrecipient Procurement Office's payment to the contractor, the amount withheld by the LPA/Subrecipient Procurement Office will be released.
 - (iii) If full payment is made after 30 days of the LPA/Subrecipient Procurement Office's payment to the contractor, the LPA/Subrecipient Procurement Office will release 75 percent of the funds withheld. The LPA/Subrecipient Procurement Office will retain 25 percent of the monies withheld as liquidated damages.
- (b) Additional Remedies. If the contractor fails to make prompt payment for three consecutive months, or any four months over the course of one

project, or if the contractor fails to make prompt payment on two or more projects within 24 months, the LPA/Subrecipient Procurement Office may, in addition, invoke the following remedies:

- (i) Withhold monthly progress payments until the issue is resolved and full payment has been made to all subcontractors, subject to the liquidated damages described in paragraph (a) above,
- (ii) Terminate the contract for default,
- (iii) Disqualify the contractor from future bidding, temporarily or permanently, depending on the number and severity of violations, if applicable.

In determining whether liquidated damages will be assessed, the extent of the liquidated damages, or additional remedies assessed, the LPA/Subrecipient will consider whether there have been other violations on this or other federal-aid contracts, whether the failure to make prompt payment was due to circumstances beyond the contractor's control, and other circumstances. The contractor may, within 15 calendar days of receipt of the decision of the LPA/Subrecipient, escalate the decision according to the contract's escalation process.

**EQUAL EMPLOYMENT OPPORTUNITY
COMPLIANCE REPORTS**

(Project, Training and Annual)

Federal-Aid Projects

February 1, 1977; Revised July 1, 1978; Revised November 3, 1980
Revised April 15, 1981; Revised September 7, 1983; Revised October 15, 1998;
Revised August 1, 2005; Revised March 1, 2015;
Revised October 20, 2015

ANNUAL REPORT:

For each contract in the amount of \$10,000 or more, and for each subcontract regardless of tier not including material suppliers, in the amount of \$10,000 or more, the contractor and each subcontractor regardless of tier shall submit an annual Equal Employment Opportunity (EEO) Report containing all the information required on Form FHWA -1391.

The staffing figures to be reported should represent the project workforce on board in all or any part of the last payroll period preceding the end of July.

The report shall be submitted no later than September 1 to the agency (contract owner) compliance officer.

* NOTE: ENTER NUMBER OF TRAINEES AND NUMBER OF HOURS *
* IN THE SECOND PARAGRAPH *

(R1/8/13)

_____ (Agency Name)

PROVIDE ON-THE-JOB TRAINING PROVISION:

The contractor shall provide on-the-job training aimed at developing full journeymen in the type of trade or job classification involved.

The number of trainees to be trained under this project shall be at least ____, and the required number of training hours is _____ however, the contractor shall make every possible effort to provide additional trainees with training and shall see that all trainees are afforded every opportunity to participate in as much training as is practically possible to provide. Due to turnover and attrition of trainees in any one trainee slot, it is expected that continuous trainee replacements may be necessary during the contract work period.

In the event that a contractor subcontracts a portion of the contract work, he shall determine how many, if any, of the trainees are to be trained by the subcontractor, provided, however, that the contractor shall retain the primary responsibility for meeting the training requirements imposed by this special provision. The contractor shall also insure that this training special provision is made applicable to such subcontract. Where feasible, 25 percent of apprentices or trainees in each occupation shall be in their first year of apprenticeship or training.

The number of trainees shall be distributed among the work classifications on the basis of the contractor's needs and the availability of journeymen in the various classifications within a reasonable area of recruitment. Prior to commencing construction, the contractor shall submit to the Highways Division for approval the number of trainees to be trained in each selected classification and training program to be used. Furthermore, the contractor shall specify the starting time for training in each of the classifications. The contractor will be credited for each trainee employed by him on the contract work who is currently enrolled or becomes enrolled in an approved program and will be reimbursed for such trainees as provided hereinafter.

Training and upgrading of minorities and women toward journeyman status is a primary objective of this Training Special Provision. Accordingly, the contractor shall make every effort to enroll minority trainees and women (e.g., by conducting systematic and direct recruitment through public and private sources likely to yield minority and women trainees) to the extent that such persons are available within a reasonable area of recruitment. The contractor will be responsible for demonstrating the steps that he has taken in pursuance thereof, prior to a determination as to whether the contractor is in compliance with this Training Special Provision. This training commitment is not intended, and shall not be used, to discriminate against any applicant for training, whether a member of a minority group or not.

No employee shall be employed as a trainee in any classification in which he has successfully completed a training course leading to journeyman status or in which he has been employed as a journeyman. The contractor shall satisfy this requirement by including appropriate questions in the employee application or by other suitable means. Regardless of the method used, the contractor's records shall document the findings in each case.

The minimum length and type of training for each classification will be as established in the training program selected by the contractor and approved by the Highways Division and the Federal Highway Administration. The Highways Division and the Federal Highway Administration will approve a program if it is reasonably calculated to meet the equal employment opportunity obligations of the contractor and to qualify the average trainee for journeyman status in the classification concerned by the end of the training period. Furthermore, Apprenticeship programs registered with the U.S. Department of Labor, Employment and Training Administration, Bureau of Apprenticeship and Training, or with a State apprenticeship agency recognized by the Bureau and training programs approved but not necessarily sponsored by the U.S. Department of Labor, Bureau of Apprenticeship and Training will also be considered acceptable provided they are being administered in a manner consistent with the equal employment obligations of Federal-aid highway construction contracts. Specifically, union apprenticeship programs and Associated Builders and Contractor's apprenticeship programs may be used. Additionally, in-house training programs may be approved on a case-by-case basis. Approval or acceptance of a training program shall be obtained from the Highways Division prior to commencing work on the classification covered by the program. It is the intention of these provisions that training is to be provided in the construction crafts rather than clerk-typists or secretarial-type positions. Training may be permissible in lower level management positions such as office engineers, estimators, timekeepers, etc., where the training is oriented toward construction applications. Acceptance of training in such lower level management positions shall be on a case-by-case basis, and approval shall be obtained from the Highways Division prior to commencing work. Training in the laborer classification may be permitted provided that significant and meaningful training is provided and approved by the Federal Highway Administration. Some off site training is permissible as long as the training is an integral part of an approved training program and does not comprise a significant part of the overall training.

Except as otherwise noted below, the contractor will be reimbursed 80 cents per hour of training given an employee on this contract in accordance with an approved training program. As approved by the engineer, reimbursement will be made for training persons in excess of the number specified herein. This reimbursement will be made even though the contractor receives additional training program funds from other sources, provided such other source does not specifically prohibit the contractor from receiving other reimbursement. Reimbursement for off site training indicated above may only be made to the contractor where he contributes to the cost of the training, provides the instruction to the trainee or pays the trainee's wages during the off site training period.

No payment will be made to the contractor if either the failure to provide the required training, or the failure to hire the trainee as a journeyman, is caused by the contractor and evidences a lack of good faith on the part of the contractor in meeting the requirements of this Training Special Provision. It is normally expected that a trainee will begin his training

on the project as soon as feasible after start of work utilizing the skill involved and remain on the project as long as training opportunities exist in his work classification or until he has completed his training program. However, when such training opportunities are suspended or interrupted under the contract which the trainee was designated, the contractor may continue training under other ADOT contracts regardless of their funding, except that no reimbursement for such training shall be made on non-federal aid contracts, under this training special provision. It is not required that all trainees be on board for the entire length of the contract. A contractor will have fulfilled his responsibilities under this Training Special Provision if he has provided acceptable training to the number of trainees specified. The number trained shall be determined on the basis of the total number enrolled on the contract for a significant period.

Trainees will be paid at least 60 percent of the appropriate minimum journeyman's rate specified in the contract for the first half of the training period, 75 percent for the third quarter of the training period, and 90 percent of the last quarter of the training period, unless apprentices or trainees in an approved existing program are enrolled as trainees on this project. In that case, the appropriate rates approved by the Departments of Labor or Transportation in connection with the existing program will apply to all trainees being trained for the same classification who are covered by this Training Special Provision.

The contractor shall furnish the trainee a copy of the program he will follow in providing the training. The contractor shall provide each trainee with a certification showing the type and length of training satisfactorily completed.

The contractor shall provide for the maintenance of records and furnish periodic reports documenting his performance under this Training Special Provision.

The contractor shall submit a weekly training report to the Engineer. The report shall be prepared on forms obtained from the Business Engagement and Compliance Office (BECO), 1135 N. 22nd Avenue (second floor), mail drop 154A, Phoenix, Arizona 85009, phone (602) 712-7761.

At the preconstruction conference, the contractor shall submit a schedule which will indicate each trainee's name, sex, race/ethnicity, the program in which the trainee is enrolled, the approximate number of hours each trainee will be trained in each phase of the work, the crafts to which the trainees belong and the estimated period of time that they will be employed as trainees. A supplemental schedule shall be submitted to the Engineer when a revision in the original schedule is necessary. At the time each trainee is scheduled to begin work, the contractor shall submit to the Engineer each trainee's name, sex, and race/ethnicity. The contractor must also submit proof that the trainee is enrolled in an approved training program.

At the conclusion of the project or at the end of each calendar year for multi-year projects, the contractor must submit to the BECO and to the project office, the same information described hereinbefore for each trainee that worked on the project. Additionally, the contractor must indicate if the trainee graduated from the program, was terminated due to cause, or was transferred to another project to continue his/her training.

If, at the preconstruction conference, the contractor does not provide a schedule containing the specified information, the Engineer will notify the contractor of the infraction. Failure to provide the schedule within 15 calendar days from the date of notification shall be considered as willful non-compliance. The Engineer will cause to be withheld from the contractor's monthly payments additional retainage in the amounts specified below. The amount withheld from the monthly payment shall be held until an acceptable schedule or supplemental schedule has been submitted.

The Engineer will monitor the use of trainees based on the contractor's schedule, supplemental schedules, and weekly training report. If the use of trainees is not in conformance with the schedule or supplemental information, the Engineer will cause to be withheld from the contractor's monthly payments additional retainage in the amounts specified below. Conformance with the schedule will be considered acceptable when the cumulative number of trainee hours earned to date is at least 90 percent of that shown on the schedule, for the work performed to date.

ADDITIONAL RETAINAGE

First and Second monthly payments following infraction	\$1,000.00 each month
Third monthly payment and thereafter	\$5,000.00 each month

The amount withheld from the monthly payment shall be held until an acceptable schedule or supplemental schedule has been submitted and until conformance with the schedule has been determined.

If, at the completion of the contract, the Department is holding additional retainage in accordance with this specification, the retainage will become the property of the Department, not as penalty but as liquidated damages.

ARIZONA DEPARTMENT OF TRANSPORTATION

BUSINESS ENGAGEMENT AND COMPLIANCE OFFICE

Disadvantaged Business Enterprises (DBE) Good Faith Efforts (GFE) Guide For Construction Projects

For use in bidding federally funded Arizona Department of Transportation (ADOT) projects subject to the Disadvantaged Business Enterprises (DBE) Program.

The purpose of the GFE Guide is to help Bidders understand the type of documentation that is required if the Bidder has indicated on the *DBE Assurance Form* that the goal will not be met. GFE documentation must be submitted within five (5) calendar days following the bid opening. Failure to submit good faith effort documentation within the required time period will render the bid non-responsive.

For questions about this guide or any components of the DBE Good Faith Effort, please contact the ADOT Business Engagement and Compliance Office (BECO) at (602) 712-7761 or ContractorCompliance@azdot.gov.

DISADVANTAGED BUSINESS ENTERPRISES GFE GUIDE

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SECTION 1.0 PURPOSE

This guide contains suggested information and forms bidders can use to help prepare good faith effort documentation. Good faith efforts must be performed well in advance of bid opening.

1.1 CRITICAL INITIAL GFE REQUIREMENTS

1. **CONTACT BECO FOR ASSISTANCE** - As soon as the bidder is aware it is unable to meet the goal, the bidder must contact BECO for assistance. Any solicitations made to interested DBEs must be done no less than ten (10) calendar days prior to bid opening.
2. **DO NOT CHANGE POSITION AFTER BID PROPOSAL** – If the bidder certifies that it has been unable to meet the goal and has made a good faith effort, the bidder cannot change its position after submission of the bid and claim to have met the established goal.

As specified in *Section 13.0 Submission with Bids* of the Disadvantaged Business Enterprises (DBE), Contract Special Provisions (EPRISE, 07/01/16), all Bidders shall submit information to demonstrate that good faith efforts to meet the DBE goal has been made if their *Disadvantaged Business Enterprise Assurances* certificate (Section 4.01 Exhibit A) indicates that the DBE goal will not be met.

1.2 GFE DOCUMENTATION REVIEW

All Bidders are encouraged to consider this GFE Guide. Reviews of GFE documentation will focus on items identified in Section 5.0 of this guide. The items in Section 5.0 are not intended to be an exclusive or exhaustive checklist. Other factors or types of efforts documented shall be relevant in appropriate cases.

SECTION 2.0 GOOD FAITH EFFORT SUBMITTAL

2.1 GFE SUBMISSION

The bidder may submit its documentation one of three ways:

1. Hard copy to: Business Engagement & Compliance Office
1801 W. Jefferson St. Ste. 101 (MD 154A)
Phoenix, AZ 85007
2. Fax to: (602) 712-8429
3. Email to: contractorcompliance@azdot.gov – Please be sure that all emails reach its destination by 4:00 PM of the final submission day (usually 5 days after bid opening).
Emailed documentation received after 4:00 PM will not be included in the GFE review.

2.2 GFE LETTER

The letter should include the following information:

- Project Name
- Project TRACS Number
- Federal Project Number
- Name of person submitting documentation
- Phone Number
- Signature
- Company Name
- Street Address
- City, State, Zip Code
- Telephone number
- Fax number
- Email address
- Contact Person
- Contact Person's Telephone Number

The letter should include an overview of good faith efforts and any necessary explanations of the documentation submitted.

SECTION 3.0 DBE GOAL NOTICE

3.01 NOTICE TO BIDDERS

The DBE goal is project-specific and is listed in the “Notice to Bidders.”

In the Notice to Bidders:

THIS IS A FEDERAL AID CONTRACT. THE DISADVANTAGED BUSINESS ENTERPRISE (DBE) CONTRACT GOAL IS [X.XX %]. YOU MUST MEET THIS DBE GOAL AND/OR PROVIDE ADEQUATE GOOD FAITH EFFORT DOCUMENTATION AS OUTLINED IN THESE SPECIAL PROVISIONS. TO COMPLY WITH ADOT’S DBE PROGRAM GOOD FAITH EFFORT, THE BIDDER MUST TAKE CERTAIN ACTIONS A MINIMUM OF FIFTEEN (15) DAYS PRIOR TO BID OPENING.

All Good Faith Effort documentation must be received by BECO no later than 4:00 P.M. on the seventh calendar day following the bid opening.

Failure to submit good faith effort documentation within the required time period will render the bid nonresponsive. Refer for specific bid requirements to the Disadvantaged Business Enterprises (DBE), Contract Special Provisions (EPRISE, 07/01/16)

For Good Faith Effort assistance, please contact BECO at (602) 712-7761 or email ContractorCompliance@azdot.gov.

SECTION 4.0 DBE ASSURANCE CERTIFICATE

4.01 EXHIBIT A

This form is included in the electronic bid documents and shall be completed and submitted as part of the bid submittal. The form is used to identify if a Bidder can or cannot meet the DBE goal required on the contract. Bids submitted with altered, incomplete or unsigned form will be considered nonresponsive.

DISADVANTAGED BUSINESS ENTERPRISE ASSURANCE	
<p>The undersigned, fully cognizant of the requirements and of the goal established, hereby certifies that in the preparation of this bid for federal aid project</p>	
Project No: _____	<div style="border: 1px solid black; padding: 10px; display: inline-block;">Exhibit A</div>
Project Name: _____	
(CHECK ONE)	
<p>_____ The established goal for DBE participation will be met and agreements have been made with certified DBEs, or</p>	
<p>_____ The bidder has been unable to meet the goal prior to the submission of the bid and has made good faith efforts to do so.</p>	
<p>THIS AFFIDAVIT MAY NOT BE REVISED OR CORRECTED AFTER SUBMISSION OF THE BID.</p>	
<p>In accordance with the Special Provisions, the bidder shall specify its DBE participation on the "DBE Intended Participation Affidavit", or provide documentation of its good faith efforts, by 4:00 p.m. on the fifth working day following the bid opening. The apparent low bidder shall obtain the required affidavit from the Business Engagement & Compliance Office , 1135 N. 22nd Avenue (second floor), Phoenix, AZ, 85009, following the opening of bids.</p>	
_____ Print Name of Firm	
_____ Print Name of Authorized Officer of Firm	
_____ Signature of Authorized Officer of Firm	
_____ Title	

SECTION 5.0 GOOD FAITH EFFORTS

GFE documentation, identified herein, to be provided by Bidders as part of Good Faith Effort will assist ADOT and its Subrecipients/Subgrantees/Local Public Agencies (LPAs) in determining whether the Bidder has performed its due diligence, took all necessary and reasonable steps to secure DBE participation for the contract pursuant to DBE Contract Special Provisions (EPRISE 07/01/16), *Section 15.0 Documented Good Faith Effort* and [Appendix A to Part 26](#). BECO will review the GFE documentation and will recommend to the State Engineer whether the Bidder has made satisfactory good faith efforts to secure sufficient DBE participation to meet the contract goal. The Business Engagement and Compliance Office will make the final determination of Bidder's meeting (or not meeting) the GFE requirements.

The burden of proof rests with the Bidder.

The following sections are a restatement of the Good Faith Efforts outlined in *Section 15.0 Documented Good Faith Effort* of the DBE Special Provisions (EPRISE 07/01/16). Additional guidance over what is outlined in the provisions is provided herein, along with documentation examples.

The types of actions Bidders take and the documentation necessary to establish good faith efforts to meet the DBE goal can include, but not limited, to the following activities (Sections 5.01, 5.02, etc.).

5.1 CONTACT BECO IF UNABLE TO MEET DBE GOAL

Purpose: To communicate with BECO prior to the submission of bids, either by e-mail, telephone, or any other communication avenue to inform BECO of the firm's difficulty in meeting the DBE goals on a given project, and request assistance.

Action: Contact BECO at the first indication of not being able to locate DBEs for a specific project. The bidder must document its contact with BECO, indicate the type of contact, the date and time of the contact, the name of the person(s) contacted, and any details related to the communication. The contact must be made in sufficient time before bid submission to allow BECO to provide effective assistance.

The bidder will not be considered to have made good faith efforts if the bidder failed to contact BECO.

Document and retain all communications (e.g., phone, fax, email, mail) conducted with BECO staff.

SECTION 5.01		CONTACT BECO		EXAMPLE
Occurrence	Date	BECO Staff Name or Email	Bidder's Contact Name	Comment
1.				
2.				
3.				

5.2 SOLICIT THROUGH ALL REASONABLE AND AVAILABLE MEANS

Purpose: To identify all reasonable and available activities the Bidder performed to solicit the interest of all certified DBEs who have the capacity and ability to perform work on the project.

Action: Identify and list all activities the Bidder engaged in to solicit DBEs using all reasonable and available means.

Bidder's GFE Documentation:

- 1) Provide a list of activities performed to solicit DBEs.
- 2) Identify and **provide documentation**:
 - a. Activity undertaken, such as:
 - ☐ advertising – copies or print screens of online project advertisement (See *Section 5.03 Selecting Portions of Work* for example of an advertisement),
 - ☐ pre-bid meeting sign-in sheets,
 - ☐ business matchmaking meetings or events – proof of attendance,
 - ☐ written notice(s) sent – letters, fax or emails to DBEs,
 - ☐ any other market research conducted to identify and solicit DBE contractors and suppliers
 - b. Date action was taken;
 - c. Name of DBEs that showed interest;
 - d. Date of Bidder's follow-up with the interested DBEs

SECTION 5.02	SOLICITING	EXAMPLES
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Bidder Activity (Advertising, Pre-bid meeting, business event, written notice, etc.)	Date	Name of DBE(s) Interested	Date Bidder Follow-up

Example of Written Notice with Fax Transmittal

HP LaserJet 3100
Printer/Fax/Copier/Scanner

SEND CONFIRMATION REPORT for
ABC Construction Company
623-321-7655
January – 29 – 13 2:34 PM

Job	Start Time	Usage	Phone Number or ID	TYPE	Pages	Mode	Status
542	1/29 2:34pm	0'35"	19257484577	Send	1/1	EC144	Complete

ABC Construction Company
123 Main Street
Anytown, CA 98765
925-321-7655 **Fax: 925-321-7655**

abcconstruction@aol.com

INVITATION TO BID

January 29, 2013

The Electric Shop
1210 Cedar Avenue
Pleasanton, CA 94588

Telephone: 925-748-1327
Fax: 925-748-4577

ABC Construction Company is seeking quotes from qualified MBE/WBE/SBE/OBE/LBE/DVBE businesses and invites your bid/quote on the following listed project/contract:

Project: El Sobrante Area Overlays/Pavement Replacement, El Sobrante, CA
Approx. Value: \$2,415,218
No. of Working Days: 60
Owner: Contra Costa County Bids Due: 2-10-13 @ 2 pm

Seeking all trades including but not limited to: earthwork, asphalt, concrete, rebar, fencing, electrical, fire protect, lath/plaster/drywall, structural steel, mechanical, sheet metal, insulation and other related trades.

We are an equal opportunity employer and intend to seriously negotiate with qualified DBEs for project participation. For assistance in obtaining bonds, lines of credit, and/or insurance please contact Roger Smith. Plans, specifications and requirements for the project are available for review at our office or at the Contra Costa County Public Works Dept. 255 Glacier Drive, Martinez, CA, 94553 and are available online at www.cccounty.us/pwprojects. Please contact us at the above listed number for further information regarding bidding on this project.

Please fax your response to: Rodger Smith at 925-321-7655

We will be bidding Yes _____ No _____

Sincerely,

Rodger Smith
ABC Construction Company

5.3 SELECTING PORTIONS OF WORK

Purpose: To ensure work items are broke out into economically feasible units to facilitate DBE participation, even when the prime contractor might otherwise prefer to perform these work items with its own forces.

Action: Identify economically feasible work units to be performed by DBEs

Bidder's GFE Documentation

- 1) Identify documentation of the following:
 - a. Activity undertaken, such as:
 - ☐ List of work items needed to be performed,
 - ☐ Breaking large work tasks into partial work items (smaller tasks or quantities),
 - ☐ Flexible time frames for performance and delivery schedules

SECTION 5.03	SELECTING PORTIONS OF WORK	EXAMPLE
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Posted in Arizona Builder Exchange website on January 15, 2014

ABC Construction Company is requesting sub-bids from qualified DBE subcontractors, suppliers, manufacturers & truckers for: ADOT Phoenix, AZ

Project: Broadway Area Infrastructure Program Phase 3.A
Project#: 0662-GR4141-02
Engineer Est.: \$450,000
No. Working Days: 30
Bid Due Date: 2/10/14 at 2 pm

For the following (but not limited to) work items:

- traffic control,
- construction area signs,
- trucking,
- hazardous materials removal,
- grinding,
- striping,
- electrical,
- asphalt, concrete,

If you are interested in bidding on this work or know someone who is, please contact Steve @ 623-321-7654, Fax: 623-321-7655 or email steve@Mail.com
Plans, Specs, and Requirements for the project are available for review at our office in Anytown or at the ADOT, Phoenix AZ and are available at: <http://www.azdot.gov/projects/Projects>.

For assistance in obtaining bonds, lines of credit, and/or insurance for this project, please contact Steve at the noted phone number.

ABC Construction Company
123 Main Street Anytown, AZ 85009

Contact: Steve
Phone: 925-321-7654
Fax: 925-321-7655
steve@Mail.com

5.4 PROVIDE INTERESTED DBES WITH PROJECT INFORMATION

Purpose: To provide interested DBEs with adequate information about the plans, specifications, and requirements of the contract in a timely manner to assist DBEs in responding to solicitations.

Action: Provide DBEs access to plans, specifications and other contract requirements in a timely manner prior to bid solicitation

Bidder's GFE Documentation:

1) Identify in writing and provide documentation of the following:

- ☐ What types of project information did DBEs have access to prior to bid?
- ☐ How were DBEs informed of the availability of project information?
- ☐ When were they notified they had access to project information?
- ☐ Provide copies of advertisements that may explain the above information,
(See *Section 5.03 Selecting Portions of Work* for an advertisement example that informs firms of where project plans are located)
- ☐ Provide screen shots of steps in accessing project information online –screenshots must identify project numbers and/or descriptions

5.5 NEGOTIATE IN GOOD FAITH WITH INTERESTED DBES

Purpose: To ensure that negotiations with interested DBEs were made in good faith by providing evidence as to why additional agreements could not be reached for DBEs to perform work. It is the bidder's responsibility to make a portion of the work available to the DBE subcontractors and suppliers, and to select those portions of work or material needs consistent with the available DBE subcontractors and suppliers, so as to facilitate DBE participation.

Action: Provide evidence that good faith negotiations took place with interested DBEs.

Pro forma mailings to DBEs requesting bids are not alone sufficient to constitute good faith efforts.

A bidder using good business judgment would consider a number of factors in negotiating with subcontractors, including DBE subcontractors, and would take a firm's price and capabilities as well as contract goals into consideration. However, the fact that there may be some additional costs involved in finding and using DBEs is not in itself sufficient reason for a bidder's failure to meet the DBE goal, as long as such costs are reasonable. Also, the ability or desire of a prime contractor to perform the work of a contract with its own organization does not relieve the bidder of the responsibility to make good faith efforts. However, prime contractors are not required to accept higher quotes from DBEs if the price difference is excessive or unreasonable.

Another practice considered an insufficient good faith effort is the rejection of the DBE because its quotation for the work was not the lowest received. The bidder must submit copies of each DBE and non-DBE subcontractor quote submitted to the bidder when a non-DBE subcontractor was selected over a DBE for work on the contract. The Department will review whether DBE prices were substantially higher and contact the DBEs listed on a contractor's solicitation to inquire as to whether they were contacted by the prime contractor. However, nothing in this paragraph shall be construed to require the bidder or prime contractor to accept unreasonable quotes in order to satisfy contract goals.

Bidder's GFE Documentation:

- 1) Identify DBEs that were considered for negotiations and include the following information:
 - a. Name of each business;
 - b. Telephone number of each business;
 - c. Contact person name negotiated with;
 - d. A description from the plans and specifications of work selected for subcontracting
- 2) Provide documentation of the following:
 - ☐ **ALL** Quotes from DBEs
 - ☐ **ALL** Quotes from non-DBEs that were considered alongside DBE firms

SECTION 5.05	NEGOTIATE IN GOOD FAITH	EXAMPLE
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NEGOTIATIONS LOG EXAMPLE

ABC Construction Company
Contact List
Discovery House Facility

Negotiations Made By
Rodger Smith

Only List DBEs

Name of Business	Address	Telephone Number	Contact Person	Task Description	Quotes Rec'd?	Considered for project?
Arrow Landscape	567 James St. Anytown, AZ	602-727-4915	Andrew Lang	Erosion Control & Seeding	Yes	No
Bear Valley Contractors	25 Teal St. Anytown, AZ	520-282-3404	Todd Lewinsky	Sidewalk, Curb & Gutter	No	No
B&C Fence Company	456 Apple Dr. Anytown, AZ	480-578-5026	Dorothy Smith	Fencing	Yes	Yes
Delta Cement Co.	10 Banks Ave. Anytown, AZ	623-297-5666	Bob Valentine	Material Supplier	Yes	No
Ebarra Landscape Services, Inc.	345 Ortiz Rd. Anytown, AZ	623-451-2105	Troy Torres	Erosion Control & Seeding	No	No
Flores Grading & Paving	789 Zion Dr. Anytown, AZ	602-383-2928	Ken Overton	Sidewalk, Curb & Gutter	Yes	Yes
Gateway Electric, Inc.	1001 Bakers Anytown, AZ	602-222-2873	Christina Lee	Traffic Signals	No	No
Hertz Air Conditioning Co., Inc.	219 Hightower Anytown, AZ	480-522-8727	Ellen Young	HVAC	No	No
Itachi Landscape	160 Crane St. Anytown, AZ	602-647-8955	Dan Kovaski	Erosion Control & Seeding	Yes	No
Jett Construction, Inc.	456 Anchor Rd. Anytown, AZ	602-364-8081	Rita Holt	Sidewalk, Curb & Gutter	Yes	No

QUOTE EXAMPLE

ABC Construction Company

925-321-7654

Owned By U.S. Perma, Inc.

925-321-7655 Fax

State License No. 439330 – Since 1962

Ceramic

Mosaic

Quarry

Marble

Granite

Pavers

Thin Brick

Date: February 4, 2013

Quote: 06190311

City: Martinez

QUOTE

Reference: DISCOVERY HOUSE FACILITY

Attention: Estimating

Base Bid: \$40,938.00

Addendum's: 1 only

Inclusions

Ceramic tile lobby and restrooms. Mortar floor at restrooms, cement backer board at walls and lobby floor (included at \$6,435.00). Waterproof membrane at restrooms floors.

Exclusions

Demo & Prep

This is a price quote confirmation for the aforementioned project as set forth in the inclusions section of this form. This quote is in accordance with plans, drawings, and specifications as presented to us, or as specified by your company. Shop drawings are not included unless specified above. All labor, materials, taxes, freight, equipment, etc., necessary to attain a complete product are included unless otherwise stated. This bid shall be valid for a period of sixty (60) days.

Thank you,

John Smith

123 Main Street
Anytown, CA 94553

5.6 HAVING SOUND REASON FOR REJECTING DBES

Purpose: To not reject DBEs as being unqualified without sound reasons based on a thorough investigation of their capabilities.

Action: The DBE contractor's standing within its industry, membership in specific groups, organizations or associations and political or social affiliations (for example, union vs. non-union employee status) are not legitimate causes for the rejection or non-solicitation of bids in the contractor's efforts to meet the project goal.

Bidder's GFE Documentation:

- 1) Demonstrate that DBEs were rejected for sound reasons based on a thorough investigation of their capabilities;
- 2) Provide documentation of the following examples:
 - ☐ Past performance
 - ☐ Relevant business experience & stability
 - ☐ Safety record
 - ☐ Business ethic & moral integrity
 - ☐ Technical capacity
 - ☐ Other factors

5.7 ASSISTING INTERESTED DBES - BONDING, CREDIT, INSURANCE

Purpose: To assist interested DBEs in obtaining bonds, lines of credit, and insurance as required by ADOT/Subrecipient/LPA/Grantee or Bidder.

Action: Assist interested DBEs in such areas as obtaining bonding, lines of credit, or insurance and providing any technical assistance or information related to the plans, specification, and requirements of the project, excluding supplies and equipment the DBE subcontractor purchases or leases from the prime contractor or its affiliate.

Bidder's GFE Documentation:

- 1) If assistance was given, list each certified DBE to which such assistance was provided and include the following information:
 - a. Name of the DBE;
 - b. Date assistance was provided;
 - c. DBE contact person;
 - d. Telephone number of contact person with DBE; and
 - e. Explanation of assistance provided to the DBE (e.g., obtaining bonding, lines of credit, or insurance).

SECTION 5.07	BONDING, CREDIT, INSURANCE	EXAMPLE
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BONDS, LINES OF CREDIT AND INSURANCE

DBE firm:	Date:
Contact person:	Telephone #:
Assistance offered:	

DBE firm:	Date:
Contact person:	Telephone #:
Assistance offered:	

5.8 ASSISTING INTERESTED DBES – EQUIPMENT, SUPPLIES, MATERIALS, RELATED SERVICES

Purpose: To assist interested DBEs in obtaining necessary equipment, supplies, materials, or related assistance and services.

Action: Assist interested DBEs in such areas as obtaining equipment, supplies, materials, or related assistance or services related to the plans, specification, and requirements of the project, excluding supplies and equipment the DBE subcontractor purchases or leases from the prime contractor or its affiliate.

Bidder's GFE Documentation:

- 1) If assistance was given, list each certified DBE to which such assistance was provided and include the following information:
 - a. Name of the DBE;
 - b. Date assistance was provided;
 - c. DBE contact person;
 - d. Telephone number of contact person with DBE; and
 - e. Explanation of assistance provided to the DBE (e.g., obtaining equipment, supplies, materials, or related assistance or services).

SECTION 5.08	EQUIPMENT, SUPPLIES, MATERIALS, RELATED SERVICES	EXAMPLE
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EQUIPMENT, SUPPLIES, MATERIALS, RELATED ASSISTANCE OR SERVICES

DBE firm:	Date:
Contact person:	Telephone #:
Assistance offered:	

DBE firm:	Date:
Contact person:	Telephone #:
Assistance offered:	

5.9 MINORITY/WOMEN COMMUNITY ORGANIZATIONS

Purpose: To effectively use the services of available minority/women community organizations; minority/women contractors' groups; local, state, and Federal minority/women business assistance offices; other organizations as allowed for providing assistance in the recruitment and placement of DBEs.

Action:

- 1) Contact minority/women community organizations, DBE-related agencies recruitment/placement organizations, or other groups, for assistance in contacting, recruiting, and using DBE subcontractors, suppliers, manufacturers, and truckers. Contact should occur in a manner that allows interested DBEs to respond within **ten (10) calendar days** prior to bid opening.

Here are some example organizations that are available for assistance with DBE recruitment. This is not a complete list and bidders are expected to contact additional organizations to assist in finding DBEs.

Ricardo Carlo, President

Associated Minority Contractors of America

2630 S. 20th Place

Phoenix, AZ 85034

Office: (602) 495-0026 Fax: (602) 252-3749

Cell: (623) 521-8195

&

3941 E. 29th Street, Suite 605

Tucson, AZ 85711

Toll Free: (877) 619-0026

Email: amca@qwestoffice.net

Web: www.amcaaz.com

Kaaren-Lyn Morton, Business Consultant

Minority Business Development Agency

Business Center

255 E. Osborn Road, Suite 202

Phoenix, AZ 85012-2358

Office: (602) 248-0007, Ext. 216 Fax: (602) 279-8900

Cell: (480) 343-2799

Email: kaaren@phoenixmbdcenter.com

Web: www.phoenixmbdcenter.com

Operated by the Arizona Hispanic Chamber of Commerce Foundation

Business Engagement & Compliance Office

Arizona Department of Transportation

1801 W. Jefferson St. Ste. 101 (MD 154A)

Phoenix, AZ 85007

Office: (602) 712-7761 Fax: (602) 712-8429

Email: DBESupportiveServices@azdot.gov

The Arizona Unified Transportation Registration and Certification System (AZ UTRACS) online database (<http://www.azutracs.com/>) contains an inventory of DBEs. The database can be queried to provide a list of certified DBEs in specialty areas or discipline-specific.

2) Written requests for assistance must contain:

- a. Areas of work to be subcontracted;
- b. Bidder Name and contact person's name;
- c. Contact person's telephone number;
- d. Description of availability of plans, specifications, and other requirements for the project; and
- e. Bidder's policy concerning assistance to subcontractors (including suppliers, manufacturers, and truckers) in obtaining bonds, lines of credit, insurance, equipment, supplies, materials, related assistance and services.

Bidder's GFE Documentation:

- 1) Submit a copy of each request for assistance in recruiting DBEs.
- 2) Faxed copies must also include the fax transmittal confirmation slip showing the date and time of transmission.
- 3) Mailed letters must include copies of the metered envelopes or certified mail receipts.
- 4) Provide telephone number of each agency.
- 5) Provide contact person with the agency.
- 6) Provide response received from the agency (i.e., lists, Internet page, letters, emails, etc.).
- 7) Furnish any additional data to support demonstration of good faith efforts to contact, recruit, and utilize DBEs on this project.

SECTION 5.09	MINORITY/WOMEN COMMUNITY ORGANIZATIONS	EXAMPLE
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DBE QUOTE SOLICITATION REQUEST

(Enter: COMPANY NAME) is soliciting quotes from certified DBEs for the: (Enter: PROJECT LOCATION)
(Example: Payson Winslow Highway SR 87 Limestone Wash Bridge)

Bidding Date: (Example: NOVEMBER 8, 2013)

Project No: (Example: STP-BR-087-C(203)T)

Tracs No: (Example: 000 YU YYU SS86101C)

Bids due Contractor: (Example: NOVEMBER 4, 2013)

DBEs interested in bidding this project should contact:

(Example: John Doe at 602 777 0000 or via email estimator@live.com)

(Enter: COMPANY NAME) is interested in subcontracting the following categories of work:

(Enter bid items for bid below)

- Concrete
- Seeding
- Paving
- Trucking
- Excavation
- Survey
- Traffic Control
- Guardrail
- Permanent Signs
- Excavation
- Lead Abatement
- Pavement Marking

***Please include any additional information that would assist efforts in DBE participation and a web-friendly company logo and Point of Contact.**

Bids documents can be found at: (Enter: COMPANY WEBSITE)

For questions regarding the ADOT DBE Supportive Services Program please contact us at DBEsupportiveservices@azdot.gov.

CONTACT LOG

Agency Name	Telephone Number	Contact Person	Agency Response	Services Rendered

SECTION 6.0 APPENDIX A TO PART 26 – GUIDANCE CONCERNING GFEs

The following appendix from 49 CFR Part 26 is a guide to assist agencies in determining what a good faith effort is.

APPENDIX A TO PART 26 — GUIDANCE CONCERNING GOOD FAITH EFFORTS

Note: "YOU" means the Agency (ADOT) in the following section of this requirement.

- I. When, as a recipient, you establish a contract goal on a DOT-assisted contract for procuring construction, equipment, services, or any other purpose, a bidder must, in order to be responsible and/or responsive, make sufficient good faith efforts to meet the goal. The bidder can meet this requirement in either of two ways. First, the bidder can meet the goal, documenting commitments for participation by DBE firms sufficient for this purpose. Second, even if it doesn't meet the goal, the bidder can document adequate good faith efforts. This means that the bidder must show that it took all necessary and reasonable steps to achieve a DBE goal or other requirement of this part which, by their scope, intensity, and appropriateness to the objective, could reasonably be expected to obtain sufficient DBE participation, even if they were not fully successful.
- II. In any situation in which you have established a contract goal, Part 26 requires you to use the good faith efforts mechanism of this part. As a recipient, you have the responsibility to make a fair and reasonable judgment whether a bidder that did not meet the goal made adequate good faith efforts. It is important for you to consider the quality, quantity, and intensity of the different kinds of efforts that the bidder has made, based on the regulations and the guidance in this Appendix.

The efforts employed by the bidder should be those that one could reasonably expect a bidder to take if the bidder were actively and aggressively trying to obtain DBE participation sufficient to meet the DBE contract goal. Mere pro forma efforts are not good faith efforts to meet the DBE contract requirements. We emphasize, however, that your determination concerning the sufficiency of the firm's good faith efforts is a judgment call. Determinations should not be made using quantitative formulas.

- III. The Department also strongly cautions you against requiring that a bidder meet a contract goal (i.e., obtain a specified amount of DBE participation) in order to be awarded a contract, even though the bidder makes an adequate good faith efforts showing. This rule specifically prohibits you from ignoring bona fide good faith efforts.
- IV. The following is a list of types of actions which you should consider as part of the bidder's good faith efforts to obtain DBE participation. It is not intended to be a mandatory checklist, nor is it intended to be exclusive or exhaustive. Other factors or types of efforts may be relevant in appropriate cases.
 - A. (1) Conducting market research to identify small business contractors and suppliers and soliciting through all reasonable and available means the interest of all certified DBEs that have the capability to perform the work of the contract. This may include attendance at pre-bid and business matchmaking meetings and events, advertising and/or written notices, posting of Notices of Sources Sought and/or Requests for Proposals, written notices or emails to all DBEs listed in the State's directory of transportation firms that specialize in the areas of work desired (as noted in the DBE directory) and which are located in the area or surrounding areas of the project.

(2) The bidder should solicit this interest as early in the acquisition process as practicable to allow the DBEs to respond to the solicitation and submit a timely offer for the subcontract. The bidder should

determine with certainty if the DBEs are interested by taking appropriate steps to follow up initial solicitations.

- B. Selecting portions of the work to be performed by DBEs in order to increase the likelihood that the DBE goals will be achieved. This includes, where appropriate, breaking out contract work items into economically feasible units (for example, smaller tasks or quantities) to facilitate DBE participation, even when the prime contractor might otherwise prefer to perform these work items with its own forces. This may include, where possible, establishing flexible timeframes for performance and delivery schedules in a manner that encourages and facilitates DBE participation.
- C. Providing interested DBEs with adequate information about the plans, specifications, and requirements of the contract in a timely manner to assist them in responding to a solicitation with their offer for the subcontract.
- D. (1) Negotiating in good faith with interested DBEs. It is the bidder's responsibility to make a portion of the work available to DBE subcontractors and suppliers and to select those portions of the work or material needs consistent with the available DBE subcontractors and suppliers, so as to facilitate DBE participation. Evidence of such negotiation includes the names, addresses, and telephone numbers of DBEs that were considered; a description of the information provided regarding the plans and specifications for the work selected for subcontracting; and evidence as to why additional Agreements could not be reached for DBEs to perform the work.

(2) A bidder using good business judgment would consider a number of factors in negotiating with subcontractors, including DBE subcontractors, and would take a firm's price and capabilities as well as contract goals into consideration. However, the fact that there may be some additional costs involved in finding and using DBEs is not in itself sufficient reason for a bidder's failure to meet the contract DBE goal, as long as such costs are reasonable. Also, the ability or desire of a prime contractor to perform the work of a contract with its own organization does not relieve the bidder of the responsibility to make good faith efforts. Prime contractors are not, however, required to accept higher quotes from DBEs if the price difference is excessive or unreasonable.

- E. (1) Not rejecting DBEs as being unqualified without sound reasons based on a thorough investigation of their capabilities. The contractor's standing within its industry, membership in specific groups, organizations, or associations and political or social affiliations (for example union vs. non-union status) are not legitimate causes for the rejection or non-solicitation of bids in the contractor's efforts to meet the project goal. Another practice considered an insufficient good faith effort is the rejection of the DBE because its quotation for the work was not the lowest received. However, nothing in this paragraph shall be construed to require the bidder or prime contractor to accept unreasonable quotes in order to satisfy contract goals.

(2) A prime contractor's inability to find a replacement DBE at the original price is not alone sufficient to support a finding that good faith efforts have been made to replace the original DBE. The fact that the contractor has the ability and/or desire to perform the contract work with its own forces does not relieve the contractor of the obligation to make good faith efforts to find a replacement DBE, and it is not a sound basis for rejecting a prospective replacement DBE's reasonable quote.

- F. Making efforts to assist interested DBEs in obtaining bonding, lines of credit, or insurance as required by the recipient or contractor.
- G. Making efforts to assist interested DBEs in obtaining necessary equipment, supplies, materials, or related assistance or services.

- H. Effectively using the services of available minority/women community organizations; minority/women contractors' groups; local, State, and Federal minority/women business assistance offices; and other organizations as allowed on a case-by-case basis to provide assistance in the recruitment and placement of DBEs.
- V. In determining whether a bidder has made good faith efforts, it is essential to scrutinize its documented efforts. At a minimum, you must review the performance of other bidders in meeting the contract goal. For example, when the apparent successful bidder fails to meet the contract goal, but others meet it, you may reasonably raise the question of whether, with additional efforts, the apparent successful bidder could have met the goal. If the apparent successful bidder fails to meet the goal, but meets or exceeds the average DBE participation obtained by other bidders, you may view this, in conjunction with other factors, as evidence of the apparent successful bidder having made good faith efforts. As provided in §26.53(b)(2)(vi), you must also require the contractor to submit copies of each DBE and non-DBE subcontractor quote submitted to the bidder when a non-DBE subcontractor was selected over a DBE for work on the contract to review whether DBE prices were substantially higher; and contact the DBEs listed on a contractor's solicitation to inquire as to whether they were contacted by the prime. Pro forma mailings to DBEs requesting bids are not alone sufficient to satisfy good faith efforts under the rule.
- VI. A promise to use DBEs after contract award is not considered to be responsive to the contract solicitation or to constitute good faith efforts.

Note: Contacting BECO (602 712-7761) for assistance in identifying certified DBEs that can perform work on a contract is also considered a strong factor in making good faith efforts.

Call us: 602.712.7761 | E-mail: AZUTRACS-Support@azdot.gov (<mailto:AZUTRACS-Support@azdot.gov>)



Arizona's Transportation Business Portal

Search (DBE) Firm Directory (/Search/) | Log in (/Account/Login)

[Home \(/Home/\)](#)

[Register / Renew \(/AzUtracsRegistration/\)](#)

[Contract Compliance](#)

[Tools / Resources](#)



AZ UTRACS Registration

Start AZ UTRACS Registration (/Registration/)

AZ UTRACS Registration is a business registration required for all firms who wish to work on federally funded transportation projects in Arizona, including Prime Contractors and Prime Consultants, Subcontractors, Subconsultants, Disadvantaged Business Enterprises (DBEs), and Small Business Concerns (SBCs).

This registration satisfies a federal requirement (49 CFR Part 26.11(c) (http://www.ecfr.gov/cgi-bin/text-idx?tpl=/ecfrbrowse/Title49/49cfr26_main_02.tpl)) for ADOT to maintain a bidder's list to help the agency calculate its overall triennial DBE for FHWA, FTA and FAA funded contracts, as well calculate individual contract goals for FHWA funded contracts.

The benefit to your firm for completing this registration (beyond meeting the mandate) is that your firm is added to the AZ UTRACS Transportation Business Directory and a comprehensive firm profile is created at no cost to your firm, to advertise your firm's capabilities to the business community and where your firm is willing to do work. This enables firms to find one another and partner together to complete Arizona Transportation projects. The firm directory also helps firms find DBEs and SBCs needed to meet specific contract requirements.

AZ UTRACS - Login

Email

Password

[LOGIN](#)

Registration Renewal at least every three years

Your firm's AZ UTRACS Registration is good for three years. At the end of the three years, your firm's primary email address will receive a notification to renew the Registration for another three years. ADOT's recommendation is that you review this profile once a year to ensure your firm profile accurately reflects information about your company.

Any time your firm profile is updated, your firm's registration deadline is extended for another three years.

[Start AZ UTRACS Registration \(/Registration/\)](#)

Contact Information For Participating UCP Members



Arizona Department of Transportation
Business Engagement and Compliance Office
1801 W. Jefferson #101, MD154A
Phoenix, AZ 85007
602.712.7761



City of Phoenix

City of Phoenix
Equal Opportunity Department
Business Relations Division
251 W. Washington St. 7th Floor
Phoenix, AZ 85003
602.262.6790 or 602.534.1557(TTY)



City of Tucson
Department of Procurement
255 W. Alameda, 6th Floor
P.O. Box 27210
Tucson, AZ 85726-7210
520.791.4593 or 520.837.4000

This website is maintained by the Arizona Department of Transportation (<http://azdot.gov>).
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Call us: 602.712.7761 | E-mail: AZUTRACS-Support@azdot.gov (<mailto:AZUTRACS-Support@azdot.gov>)

Arizona's Transportation Business Portal

[Search \(DBE\) Firm Directory \(/Search/\)](#) | [Log in \(/Account/Login\)](#)
[Home \(/Home/\)](#)[Register / Renew \(/AzUtracsRegistration/\)](#)[Contract Compliance](#)[Tools / Resources](#)

Bidders/Proposers List

Start or Manage a Bidders/Proposers List (/BiddersList/)

In compliance with 49 CFR Part 26.11, ADOT requires contractors and consultants submitting a bid, proposal, or statement of qualifications to work on a federally funded transportation project, to provide ADOT with a list of every firm who expressed interest in or submitted a bid or proposal to work on the project. Each project's advertisement or solicitation will provide the specifics for meeting this requirement. Any firm being awarded work as a prime or subcontractor, MUST be AZ UTRACS registered.

The AZ UTRACS system has an online Bidders/Proposers List application to assist firms in quickly and efficiently providing this information. Contractors and Consultants should encourage any firm who contacts them about a project to register in the AZ UTRACS Registration System. The Bidders/Proposers List application allows any AZ UTRACS registered firm to be added with just one click. Firms will have to manually enter information for any firm not AZ UTRACS registered.

A Bidders/Proposers List may be submitted by any employee in a firm, as long as the firm has an Active AZ UTRACS Registration. * See right-column box for more information.

Once access has been provided, a user can log into the AZ UTRACS system, quickly create a new Bidder's/Proposer's List, and submit it. The list can also be saved and submitted at a later time, so a user can add to it over time as they work with various firms. The system also boasts the ability to copy from an existing project list, to help save time when firms work with the same group of firms for a different project.

Once a list is submitted, the creator of the list will receive email verification and should follow any additional instructions in the specific advertisement /solicitation to ensure the requirement to submit a Bidders/Proposers list requirement is met. For help with this process, contact the Business Engagement and Compliance Office by email at azutracs-support@azdot.gov (<mailto:azutracs-support@azdot.gov>) or call 602-712-7761.

AZ UTRACS - Login

Email

Password

* Access to Bidders List

The AZ UTRACS Registration process requires a firm to establish a Primary and Secondary contact. These two individuals may provide access for other firm employees, as needed. Your Firm profile (/Search/) will show the Primary and Secondary contacts. Note: If you are the primary or secondary contact, you may grant access (/UserAccess) to other firm employees any time, as needed.

[Search for Firm's profile \(/Search/\)](#)
[Start a Bidders List \(/BiddersList/\)](#)

Firms that do not have an Active AZ UTRACS Registration, may NOT submit a Bidder or Proposer List, until an active AZ UTRACS Registration is established.

Contact Information For Participating UCP Members



Arizona Department of Transportation
Business Engagement and Compliance Office
1801 W. Jefferson #101, MD154A
Phoenix, AZ 85007
602.712.7761



City of Phoenix

City of Phoenix
Equal Opportunity Department
Business Relations Division
251 W. Washington St. 7th Floor
Phoenix, AZ 85003
602.262.6790 or 602.534.1557(TTY)



City of Tucson
Department of Procurement
255 W. Alameda, 6th Floor
P.O. Box 27210
Tucson, AZ 85726-7210
520.791.4593 or 520.837.4000

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From: ADOT Business Engagement and Compliance Office <BECO@azdot.gov>
Sent: Tuesday, October 25, 2016 9:38 AM
To: [REDACTED]
Cc: Contractor Compliance
Subject: Bidders List for [REDACTED]

[REDACTED], AZUTRACS Number: [REDACTED] has submitted a Bidder/Proposer list for H842001 on 10/24/2016 at 9:24 AM.

Bidders/Proposers for this firm include:

Firm Name	AZUTRACS #	Expiration Date	Email Address
Action Barricade Company, LLC	<u>15410</u>	08/24/2019	cmccreary@actionbarricade.com
All Rock Supply, Inc.	<u>15121</u>	06/22/2019	louis@allrocksupply.net
Ammex Rebar Placers, Inc.	<u>11349</u>	07/19/2019	ammexrebarplacers@cox.net
Arizona Highway Safety Specialists, Inc.	<u>11370</u>	08/10/2019	ahssgerry@cableone.net
ATC Group Services, Inc. dba Cardno ATC	<u>11394</u>	06/27/2019	susan.diballa@cardno.com
ATL, Inc.	<u>11398</u>	06/27/2019	tatafcr@ATL-Quality.com
Bryco Asphalt Milling, Inc.	<u>10093</u>	06/27/2019	brycomilling@yahoo.com
C & S Sweeping Services, Inc.	<u>10106</u>	06/27/2019	Vikki@candssweeping.com
Cano Structures, LLC	<u>10119</u>	07/13/2019	slcano@cox.net
Desert Seeders, LLC	<u>15356</u>	08/10/2019	desertseeders@hotmail.com
E & A Consulting Group, Inc.	<u>10308</u>	08/05/2019	kpeck@eacg.com
E.R. Hawkins LLC	<u>15323</u>	08/29/2019	shawkins23@msn.com
Endo Steel, Inc.	<u>10340</u>	06/27/2019	cindi@endosteel.com
Five G, Inc.	<u>10394</u>	07/12/2019	fiveg@fiveginc.com
Gallagher Reclamation, LLC	<u>15384</u>	08/16/2019	GallagherReclamation@gmail.com

GeoSupply, Inc.	<u>15528</u>	09/27/2019	lisag@geosupply.com [REDACTED]
Gerdau Reinforcing Steel	<u>15334</u>	08/03/2019	cayla.mcneil@gerdau.com
Gonzales Construction Co., Inc.	<u>10453</u>	09/16/2019	gcc@gccguardrail.com
Hawker & Evans Asphalt Co Inc.	<u>15430</u>	08/30/2019	dennissr@hawkerevans.com
Hoque & Associates, Inc.	<u>10508</u>	07/19/2019	ehoque@hoqueandassociates.com
Horizon Environmental Services, Inc.	<u>10509</u>	07/12/2019	TrishaM@horizonenvservices.com
Howe Precast	<u>10515</u>	08/08/2019	ccamacho@howeprecast.com
Hunter Guard Rail & Fence	<u>10520</u>	06/27/2019	maryalvarado.hgrf@cox.net
InterMountain West Civil Constructors Inc.	<u>15391</u>	08/18/2019	srandall@imwcc.net
Konnik Construction, LLC	<u>10615</u>	06/27/2019	polina.aukon@konnikconstruction.com
Law Enforcement Specialists, Inc.	<u>10630</u>	10/13/2019	Bonnie@lesaz.com
Matrix Land Surveying, Inc.	<u>10688</u>	06/27/2019	ONEMANGUN@AOL.COM
Mohave Fence & Guardrail	<u>15583</u>	10/19/2019	mohavefence1@frontiernet.net
Paradise Rebar, Inc.	<u>10817</u>	07/12/2019	joelr@paradiserebar.com
Paveco Inc.	<u>15290</u>	08/15/2019	nikole@pavecoaz.com
Pavement Marking, Inc.	<u>10834</u>	07/12/2019	mr@pmiaz.com
Professional Police Services, Inc.	<u>10896</u>	08/26/2019	debbieshumway@professionalpolicer
Quail Construction LLC	<u>15324</u>	07/26/2019	quailcorp@aol.com
Quality Testing, LLC	<u>10910</u>	07/07/2019	jpatterson@qt-az.com
Roadsafe TrafficSystems Inc.	<u>15335</u>	08/02/2019	bhengen@roadsafetraffic.com
Southwest Hazard Control, Inc.	<u>11068</u>	07/12/2019	karches@swhaz.com
Spray Systems of Arizona, Inc.	<u>11083</u>	09/15/2019	cboyles@spray-eri.com
Stodghill Trucking, Inc.	<u>11100</u>	07/21/2019	stodg@mindspring.com

Sunline Contracting llc	<u>15361</u>	08/10/2019	dporter@sunlinecontracting.com
The Truesdell Corporation	<u>11184</u>	06/30/2019	nmackowiak@truesdellcorp.com
Trafficade Services Inc.	<u>15317</u>	07/25/2019	david@trafficade.com
Vulcan Materials Company	<u>11271</u>	06/27/2019	shimerd@vmcmail.com
Western Technologies, Inc.	<u>11288</u>	07/12/2019	k.corradino@wt-us.com

Unregistered Bidders:

Firm Name	Email Address	Phone Number
Blue Dot Steel & Supply Inc	don-dizney@outlook.com	
Contech Engineered Solutions	kpalmer@conteches.com	623-935-7118
E-Bond Epoxies, Inc.	stevepolymerdek@sbcglobal.net	858-442-8185
Eagle Environmental Products	steve@eagleenv.com	480-833-2816
Earth Work Solutions	office@earthwork.us.com	307-682-4346
Jenson Commerical Contracting LLC	jceng1997@gmail.com	480-603-6945
Law Enforcement Specialist	info@lesaz.com	623-825-6700
Precision Aggregate Products, LLC	travis@precisionaggregate.com	702-376-4477
R.J. Watson, Inc.	sjoseph@rjwatson.com	716-901-7020
Revegetation Services	mikeh@reveg.net	480-988-3011
Stinger Bridge & Iron	ahieb@stingerbridgeandiron.com	520-723-5383
Watson Bowman Acme	paul.biesinger@basf.com	716-691-7566

FEDERAL REQUIREMENTS

SPECIFICATIONS:

All work shall also be performed in accordance with the following additional documents:

Required Contract Provisions for Federal-Aid Construction Contracts (Form FHWA 1273 Revised May 1, 2012)

Standard Federal Equal Employment Opportunity Construction Contract Specifications (Executive Order 11246), July 1, 1978, Revised November 3, 1980 and Revised April 15, 1981,

Notice of Requirement for Affirmative Action to Ensure Equal Employment Opportunity (Executive Order 11246), July 1, 1978, Revised November 3, 1980 and Revised April 15, 1981,

Equal Employment Opportunity Compliance Reports, Federal-Aid Projects, February 1, 1977, Revised July 1, 1978, Revised November 3, 1980, Revised April 15, 1981, Revised September 7, 1983, Revised October 15, 1998, and Revised January 1, 2005,

Federal-Aid Proposal (Notices to Prospective Federal-Aid Construction Contractors), September 29, 1975 Wage

Determination Decision

Cargo Preference Act of 1954

BID SUBMISSION:

In submitting a bid, the holder of a Bid Proposal Pamphlet shall completely execute the following documents:

Bid Proposal;
Proposal Submittal;
Surety (Bid) Bond;
DBE Assurance Form 3102C;
Bidder's List Form 3104C;
DBE Intended Participation Affidavit: Individual Form 3105C;
DBE Intended Participation Affidavit Summary for Prime Form 3106C;
List of Major Subcontractors and Suppliers;
Non-Collusion Affidavit;
Buy America Certificate

REQUIRED CONTRACT PROVISIONS FEDERAL-AID CONSTRUCTION CONTRACTS

- I. General
- II. Nondiscrimination
- III. Nonsegregated Facilities
- IV. Davis-Bacon and Related Act Provisions
- V. Contract Work Hours and Safety Standards Act Provisions
- VI. Subletting or Assigning the Contract
- VII. Safety: Accident Prevention
- VIII. False Statements Concerning Highway Projects
- IX. Implementation of Clean Air Act and Federal Water Pollution Control Act
- X. Compliance with Governmentwide Suspension and Debarment Requirements
- XI. Certification Regarding Use of Contract Funds for Lobbying

3. A breach of any of the stipulations contained in these Required Contract Provisions may be sufficient grounds for withholding of progress payments, withholding of final payment, termination of the contract, suspension / debarment or any other action determined to be appropriate by the contracting agency and FHWA.

4. Selection of Labor: During the performance of this contract, the contractor shall not use convict labor for any purpose within the limits of a construction project on a Federal-aid highway unless it is labor performed by convicts who are on parole, supervised release, or probation. The term Federal-aid highway does not include roadways functionally classified as local roads or rural minor collectors.

ATTACHMENTS

A. Employment and Materials Preference for Appalachian Development Highway System or Appalachian Local Access Road Contracts (included in Appalachian contracts only)

I. GENERAL

1. Form FHWA-1273 must be physically incorporated in each construction contract funded under Title 23 (excluding emergency contracts solely intended for debris removal). The contractor (or subcontractor) must insert this form in each subcontract and further require its inclusion in all lower tier subcontracts (excluding purchase orders, rental agreements and other agreements for supplies or services).

The applicable requirements of Form FHWA-1273 are incorporated by reference for work done under any purchase order, rental agreement or agreement for other services. The prime contractor shall be responsible for compliance by any subcontractor, lower-tier subcontractor or service provider.

Form FHWA-1273 must be included in all Federal-aid design-build contracts, in all subcontracts and in lower tier subcontracts (excluding subcontracts for design services, purchase orders, rental agreements and other agreements for supplies or services). The design-builder shall be responsible for compliance by any subcontractor, lower-tier subcontractor or service provider.

Contracting agencies may reference Form FHWA-1273 in bid proposal or request for proposal documents, however, the Form FHWA-1273 must be physically incorporated (not referenced) in all contracts, subcontracts and lower-tier subcontracts (excluding purchase orders, rental agreements and other agreements for supplies or services related to a construction contract).

2. Subject to the applicability criteria noted in the following sections, these contract provisions shall apply to all work performed on the contract by the contractor's own organization and with the assistance of workers under the contractor's immediate superintendence and to all work performed on the contract by piecework, station work, or by subcontract.

II. NONDISCRIMINATION

The provisions of this section related to 23 CFR Part 230 are applicable to all Federal-aid construction contracts and to all related construction subcontracts of \$10,000 or more. The provisions of 23 CFR Part 230 are not applicable to material supply, engineering, or architectural service contracts.

In addition, the contractor and all subcontractors must comply with the following policies: Executive Order 11246, 41 CFR 60, 29 CFR 1625-1627, Title 23 USC Section 140, the Rehabilitation Act of 1973, as amended (29 USC 794), Title VI of the Civil Rights Act of 1964, as amended, and related regulations including 49 CFR Parts 21, 26 and 27; and 23 CFR Parts 200, 230, and 633.

The contractor and all subcontractors must comply with: the requirements of the Equal Opportunity Clause in 41 CFR 60-1.4(b) and, for all construction contracts exceeding \$10,000, the Standard Federal Equal Employment Opportunity Construction Contract Specifications in 41 CFR 60-4.3.

Note: The U.S. Department of Labor has exclusive authority to determine compliance with Executive Order 11246 and the policies of the Secretary of Labor including 41 CFR 60, and 29 CFR 1625-1627. The contracting agency and the FHWA have the authority and the responsibility to ensure compliance with Title 23 USC Section 140, the Rehabilitation Act of 1973, as amended (29 USC 794), and Title VI of the Civil Rights Act of 1964, as amended, and related regulations including 49 CFR Parts 21, 26 and 27; and 23 CFR Parts 200, 230, and 633.

The following provision is adopted from 23 CFR 230, Appendix A, with appropriate revisions to conform to the U.S. Department of Labor (US DOL) and FHWA requirements.

1. Equal Employment Opportunity: Equal employment opportunity (EEO) requirements not to discriminate and to take affirmative action to assure equal opportunity as set forth under laws, executive orders, rules, regulations (28 CFR 35, 29 CFR 1630, 29 CFR 1625-1627, 41 CFR 60 and 49 CFR 27) and orders of the Secretary of Labor as modified by the provisions prescribed herein, and imposed pursuant to 23 U.S.C. 140 shall constitute the EEO and specific affirmative action standards for the contractor's project activities under

this contract. The provisions of the Americans with Disabilities Act of 1990 (42 U.S.C. 12101 et seq.) set forth under 28 CFR 35 and 29 CFR 1630 are incorporated by reference in this contract. In the execution of this contract, the contractor agrees to comply with the following minimum specific requirement activities of EEO:

a. The contractor will work with the contracting agency and the Federal Government to ensure that it has made every good faith effort to provide equal opportunity with respect to all of its terms and conditions of employment and in their review of activities under the contract.

b. The contractor will accept as its operating policy the following statement:

"It is the policy of this Company to assure that applicants are employed, and that employees are treated during employment, without regard to their race, religion, sex, color, national origin, age or disability. Such action shall include: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship, pre-apprenticeship, and/or on-the- job training."

2. EEO Officer: The contractor will designate and make known to the contracting officers an EEO Officer who will have the responsibility for and must be capable of effectively administering and promoting an active EEO program and who must be assigned adequate authority and responsibility to do so.

3. Dissemination of Policy: All members of the contractor's staff who are authorized to hire, supervise, promote, and discharge employees, or who recommend such action, or who are substantially involved in such action, will be made fully cognizant of, and will implement, the contractor's EEO policy and contractual responsibilities to provide EEO in each grade and classification of employment. To ensure that the above agreement will be met, the following actions will be taken as a minimum:

a. Periodic meetings of supervisory and personnel office employees will be conducted before the start of work and then not less often than once every six months, at which time the contractor's EEO policy and its implementation will be reviewed and explained. The meetings will be conducted by the EEO Officer.

b. All new supervisory or personnel office employees will be given a thorough indoctrination by the EEO Officer, covering all major aspects of the contractor's EEO obligations within thirty days following their reporting for duty with the contractor.

c. All personnel who are engaged in direct recruitment for the project will be instructed by the EEO Officer in the contractor's procedures for locating and hiring minorities and women.

d. Notices and posters setting forth the contractor's EEO policy will be placed in areas readily accessible to employees, applicants for employment and potential employees.

e. The contractor's EEO policy and the procedures to implement such policy will be brought to the attention of employees by means of meetings, employee handbooks, or other appropriate means.

4. Recruitment: When advertising for employees, the contractor will include in all advertisements for employees the notation: "An Equal Opportunity Employer." All such advertisements will be placed in publications having a large circulation among minorities and women in the area from which the project work force would normally be derived.

a. The contractor will, unless precluded by a valid bargaining agreement, conduct systematic and direct recruitment through public and private employee referral sources likely to yield qualified minorities and women. To meet this requirement, the contractor will identify sources of potential minority group employees, and establish with such identified sources procedures whereby minority and women applicants may be referred to the contractor for employment consideration.

b. In the event the contractor has a valid bargaining agreement providing for exclusive hiring hall referrals, the contractor is expected to observe the provisions of that agreement to the extent that the system meets the contractor's compliance with EEO contract provisions. Where implementation of such an agreement has the effect of discriminating against minorities or women, or obligates the contractor to do the same, such implementation violates Federal nondiscrimination provisions.

c. The contractor will encourage its present employees to refer minorities and women as applicants for employment. Information and procedures with regard to referring such applicants will be discussed with employees.

5. Personnel Actions: Wages, working conditions, and employee benefits shall be established and administered, and personnel actions of every type, including hiring, upgrading, promotion, transfer, demotion, layoff, and termination, shall be taken without regard to race, color, religion, sex, national origin, age or disability. The following procedures shall be followed:

a. The contractor will conduct periodic inspections of project sites to insure that working conditions and employee facilities do not indicate discriminatory treatment of project site personnel.

b. The contractor will periodically evaluate the spread of wages paid within each classification to determine any evidence of discriminatory wage practices.

c. The contractor will periodically review selected personnel actions in depth to determine whether there is evidence of discrimination. Where evidence is found, the contractor will promptly take corrective action. If the review indicates that the discrimination may extend beyond the actions reviewed, such corrective action shall include all affected persons.

d. The contractor will promptly investigate all complaints of alleged discrimination made to the contractor in connection with its obligations under this contract, will attempt to resolve such complaints, and will take appropriate corrective action within a reasonable time. If the investigation indicates that the discrimination may affect persons other than the complainant, such corrective action shall include such other persons. Upon completion of each investigation, the contractor will inform every complainant of all of their avenues of appeal.

6. Training and Promotion:

a. The contractor will assist in locating, qualifying, and increasing the skills of minorities and women who are

applicants for employment or current employees. Such efforts should be aimed at developing full journey level status employees in the type of trade or job classification involved.

b. Consistent with the contractor's work force requirements and as permissible under Federal and State regulations, the contractor shall make full use of training programs, i.e., apprenticeship, and on-the-job training programs for the geographical area of contract performance. In the event a special provision for training is provided under this contract, this subparagraph will be superseded as indicated in the special provision. The contracting agency may reserve training positions for persons who receive welfare assistance in accordance with 23 U.S.C. 140(a).

c. The contractor will advise employees and applicants for employment of available training programs and entrance requirements for each.

d. The contractor will periodically review the training and promotion potential of employees who are minorities and women and will encourage eligible employees to apply for such training and promotion.

7. Unions: If the contractor relies in whole or in part upon unions as a source of employees, the contractor will use good faith efforts to obtain the cooperation of such unions to increase opportunities for minorities and women. Actions by the contractor, either directly or through a contractor's association acting as agent, will include the procedures set forth below:

a. The contractor will use good faith efforts to develop, in cooperation with the unions, joint training programs aimed toward qualifying more minorities and women for membership in the unions and increasing the skills of minorities and women so that they may qualify for higher paying employment.

b. The contractor will use good faith efforts to incorporate an EEO clause into each union agreement to the end that such union will be contractually bound to refer applicants without regard to their race, color, religion, sex, national origin, age or disability.

c. The contractor is to obtain information as to the referral practices and policies of the labor union except that to the extent such information is within the exclusive possession of the labor union and such labor union refuses to furnish such information to the contractor, the contractor shall so certify to the contracting agency and shall set forth what efforts have been made to obtain such information.

d. In the event the union is unable to provide the contractor with a reasonable flow of referrals within the time limit set forth in the collective bargaining agreement, the contractor will, through independent recruitment efforts, fill the employment vacancies without regard to race, color, religion, sex, national origin, age or disability; making full efforts to obtain qualified and/or qualifiable minorities and women. The failure of a union to provide sufficient referrals (even though it is obligated to provide exclusive referrals under the terms of a collective bargaining agreement) does not relieve the contractor from the requirements of this paragraph. In the event the union referral practice prevents the contractor from meeting the obligations pursuant to Executive Order 11246, as amended, and these special provisions, such contractor shall immediately notify the contracting agency.

8. Reasonable Accommodation for Applicants / Employees with Disabilities: The contractor must be familiar

with the requirements for and comply with the Americans with Disabilities Act and all rules and regulations established there under. Employers must provide reasonable accommodation in all employment activities unless to do so would cause an undue hardship.

9. Selection of Subcontractors, Procurement of Materials and Leasing of Equipment: The contractor shall not discriminate on the grounds of race, color, religion, sex, national origin, age or disability in the selection and retention of subcontractors, including procurement of materials and leases of equipment. The contractor shall take all necessary and reasonable steps to ensure nondiscrimination in the administration of this contract.

a. The contractor shall notify all potential subcontractors and suppliers and lessors of their EEO obligations under this contract.

b. The contractor will use good faith efforts to ensure subcontractor compliance with their EEO obligations.

10. Assurance Required by 49 CFR 26.13(b):

a. The requirements of 49 CFR Part 26 and the State DOT's U.S. DOT-approved DBE program are incorporated by reference.

b. The contractor 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 49 CFR Part 26 in the award and administration of 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 contracting agency deems appropriate.

11. Records and Reports: The contractor shall keep such records as necessary to document compliance with the EEO requirements. Such records shall be retained for a period of three years following the date of the final payment to the contractor for all contract work and shall be available at reasonable times and places for inspection by authorized representatives of the contracting agency and the FHWA.

a. The records kept by the contractor shall document the following:

(1) The number and work hours of minority and non-minority group members and women employed in each work classification on the project;

(2) The progress and efforts being made in cooperation with unions, when applicable, to increase employment opportunities for minorities and women; and

(3) The progress and efforts being made in locating, hiring, training, qualifying, and upgrading minorities and women;

b. The contractors and subcontractors will submit an annual report to the contracting agency each July for the duration of the project, indicating the number of minority, women, and non-minority group employees currently engaged in each work classification required by the contract work. This information is to be reported on [Form FHWA-1391](#). The staffing data should represent the project work force on board in all or any part of the last payroll period preceding the end of July. If on-the-job training is being required by special provision, the contractor

will be required to collect and report training data. The employment data should reflect the work force on board during all or any part of the last payroll period preceding the end of July.

III. NONSEGREGATED FACILITIES

This provision is applicable to all Federal-aid construction contracts and to all related construction subcontracts of \$10,000 or more.

The contractor must ensure that facilities provided for employees are provided in such a manner that segregation on the basis of race, color, religion, sex, or national origin cannot result. The contractor may neither require such segregated use by written or oral policies nor tolerate such use by employee custom. The contractor's obligation extends further to ensure that its employees are not assigned to perform their services at any location, under the contractor's control, where the facilities are segregated. The term "facilities" includes waiting rooms, work areas, restaurants and other eating areas, time clocks, restrooms, washrooms, locker rooms, and other storage or dressing areas, parking lots, drinking fountains, recreation or entertainment areas, transportation, and housing provided for employees. The contractor shall provide separate or single-user restrooms and necessary dressing or sleeping areas to assure privacy between sexes.

IV. DAVIS-BACON AND RELATED ACT PROVISIONS

This section is applicable to all Federal-aid construction projects exceeding \$2,000 and to all related subcontracts and lower-tier subcontracts (regardless of subcontract size). The requirements apply to all projects located within the right-of-way of a roadway that is functionally classified as Federal-aid highway. This excludes roadways functionally classified as local roads or rural minor collectors, which are exempt. Contracting agencies may elect to apply these requirements to other projects.

The following provisions are from the U.S. Department of Labor regulations in 29 CFR 5.5 "Contract provisions and related matters" with minor revisions to conform to the FHWA- 1273 format and FHWA program requirements.

1. Minimum wages

a. All laborers and mechanics employed or working upon the site of the work, will be paid unconditionally and not less often than once a week, and without subsequent deduction or rebate on any account (except such payroll deductions as are permitted by regulations issued by the Secretary of Labor under the Copeland Act (29 CFR part 3)), the full amount of wages and bona fide fringe benefits (or cash equivalents thereof) due at time of payment computed at rates not less than those contained in the wage determination of the Secretary of Labor which is attached hereto and made a part hereof, regardless of any contractual relationship which may be alleged to exist between the contractor and such laborers and mechanics.

Contributions made or costs reasonably anticipated for bona fide fringe benefits under section 1(b)(2) of the Davis-Bacon Act on behalf of laborers or mechanics are considered wages paid to such laborers or mechanics, subject to the provisions

of paragraph 1.d. of this section; also, regular contributions made or costs incurred for more than a weekly period (but not less often than quarterly) under plans, funds, or programs which cover the particular weekly period, are deemed to be constructively made or incurred during such weekly period. Such laborers and mechanics shall be paid the appropriate wage rate and fringe benefits on the wage determination for the classification of work actually performed, without regard to skill, except as provided in 29 CFR 5.5(a)(4). Laborers or mechanics performing work in more than one classification may be compensated at the rate specified for each classification for the time actually worked therein: Provided, That the employer's payroll records accurately set forth the time spent in each classification in which work is performed. The wage determination (including any additional classification and wage rates conformed under paragraph 1.b. of this section) and the Davis-Bacon poster (WH-1321) shall be posted at all times by the contractor and its subcontractors at the site of the work in a prominent and accessible place where it can be easily seen by the workers.

b.(1) The contracting officer shall require that any class of laborers or mechanics, including helpers, which is not listed in the wage determination and which is to be employed under the contract shall be classified in conformance with the wage determination. The contracting officer shall approve an additional classification and wage rate and fringe benefits therefore only when the following criteria have been met:

(i) The work to be performed by the classification requested is not performed by a classification in the wage determination; and

(ii) The classification is utilized in the area by the construction industry; and

(iii) The proposed wage rate, including any bona fide fringe benefits, bears a reasonable relationship to the wage rates contained in the wage determination.

(2) If the contractor and the laborers and mechanics to be employed in the classification (if known), or their representatives, and the contracting officer agree on the classification and wage rate (including the amount designated for fringe benefits where appropriate), a report of the action taken shall be sent by the contracting officer to the Administrator of the Wage and Hour Division, Employment Standards Administration, U.S. Department of Labor, Washington, DC 20210. The Administrator, or an authorized representative, will approve, modify, or disapprove every additional classification action within 30 days of receipt and so advise the contracting officer or will notify the contracting officer within the 30-day period that additional time is necessary.

(3) In the event the contractor, the laborers or mechanics to be employed in the classification or their representatives, and the contracting officer do not agree on the proposed classification and wage rate (including the amount designated for fringe benefits, where appropriate), the contracting officer shall refer the questions, including the views of all interested parties and the recommendation of the contracting officer, to the Wage and Hour Administrator for determination. The Wage and Hour Administrator, or an authorized representative, will issue a determination within 30 days of receipt and so advise the contracting officer or

will notify the contracting officer within the 30-day period that additional time is necessary.

(4) The wage rate (including fringe benefits where appropriate) determined pursuant to paragraphs 1.b.(2) or 1.b.(3) of this section, shall be paid to all workers performing work in the classification under this contract from the first day on which work is performed in the classification.

c. Whenever the minimum wage rate prescribed in the contract for a class of laborers or mechanics includes a fringe benefit which is not expressed as an hourly rate, the contractor shall either pay the benefit as stated in the wage determination or shall pay another bona fide fringe benefit or an hourly cash equivalent thereof.

d. If the contractor does not make payments to a trustee or other third person, the contractor may consider as part of the wages of any laborer or mechanic the amount of any costs reasonably anticipated in providing bona fide fringe benefits under a plan or program. Provided, That the Secretary of Labor has found, upon the written request of the contractor, that the applicable standards of the Davis-Bacon Act have been met. The Secretary of Labor may require the contractor to set aside in a separate account assets for the meeting of obligations under the plan or program.

2. Withholding

The contracting agency shall upon its own action or upon written request of an authorized representative of the Department of Labor, withhold or cause to be withheld from the contractor under this contract, or any other Federal contract with the same prime contractor, or any other federally-assisted contract subject to Davis-Bacon prevailing wage requirements, which is held by the same prime contractor, so much of the accrued payments or advances as may be considered necessary to pay laborers and mechanics, including apprentices, trainees, and helpers, employed by the contractor or any subcontractor the full amount of wages required by the contract. In the event of failure to pay any laborer or mechanic, including any apprentice, trainee, or helper, employed or working on the site of the work, all or part of the wages required by the contract, the contracting agency may, after written notice to the contractor, take such action as may be necessary to cause the suspension of any further payment, advance, or guarantee of funds until such violations have ceased.

3. Payrolls and basic records

a. Payrolls and basic records relating thereto shall be maintained by the contractor during the course of the work and preserved for a period of three years thereafter for all laborers and mechanics working at the site of the work. Such records shall contain the name, address, and social security number of each such worker, his or her correct classification, hourly rates of wages paid (including rates of contributions or costs anticipated for bona fide fringe benefits or cash equivalents thereof of the types described in section 1(b)(2)(B) of the Davis-Bacon Act), daily and weekly number of hours worked, deductions made and actual wages paid. Whenever the Secretary of Labor has found under 29 CFR 5.5(a)(1)(iv) that the wages of any laborer or mechanic include the amount of any costs reasonably anticipated in providing benefits under a plan or program described in section 1(b)(2)(B) of the Davis-

Bacon Act, the contractor shall maintain records which show that the commitment to provide such benefits is enforceable, that the plan or program is financially responsible, and that the plan or program has been communicated in writing to the laborers or mechanics affected, and records which show the costs anticipated or the actual cost incurred in providing such benefits. Contractors employing apprentices or trainees under approved programs shall maintain written evidence of the registration of apprenticeship programs and certification of trainee programs, the registration of the apprentices and trainees, and the ratios and wage rates prescribed in the applicable programs.

b.(1) The contractor shall submit weekly for each week in which any contract work is performed a copy of all payrolls to the contracting agency. The payrolls submitted shall set out accurately and completely all of the information required to be maintained under 29 CFR 5.5(a)(3)(i), except that full social security numbers and home addresses shall not be included on weekly transmittals. Instead the payrolls shall only need to include an individually identifying number for each employee (e.g., the last four digits of the employee's social security number). The required weekly payroll information may be submitted in any form desired. Optional Form WH-347 is available for this purpose from the Wage and Hour Division Web site at <http://www.dol.gov/esa/whd/forms/wh347instr.htm> or its successor site. The prime contractor is responsible for the submission of copies of payrolls by all subcontractors. Contractors and subcontractors shall maintain the full social security number and current address of each covered worker, and shall provide them upon request to the contracting agency for transmission to the State DOT, the FHWA or the Wage and Hour Division of the Department of Labor for purposes of an investigation or audit of compliance with prevailing wage requirements. It is not a violation of this section for a prime contractor to require a subcontractor to provide addresses and social security numbers to the prime contractor for its own records, without weekly submission to the contracting agency..

(2) Each payroll submitted shall be accompanied by a "Statement of Compliance," signed by the contractor or subcontractor or his or her agent who pays or supervises the payment of the persons employed under the contract and shall certify the following:

(i) That the payroll for the payroll period contains the information required to be provided under §5.5 (a)(3)(ii) of Regulations, 29 CFR part 5, the appropriate information is being maintained under §5.5 (a)(3)(i) of Regulations, 29 CFR part 5, and that such information is correct and complete;

(ii) That each laborer or mechanic (including each helper, apprentice, and trainee) employed on the contract during the payroll period has been paid the full weekly wages earned, without rebate, either directly or indirectly, and that no deductions have been made either directly or indirectly from the full wages earned, other than permissible deductions as set forth in Regulations, 29 CFR part 3;

(iii) That each laborer or mechanic has been paid not less than the applicable wage rates and fringe benefits or cash equivalents for the classification of work performed, as specified in the applicable wage determination incorporated into the contract.

(3) The weekly submission of a properly executed certification set forth on the reverse side of Optional Form WH-347 shall satisfy the requirement for submission of the "Statement of Compliance" required by paragraph 3.b.(2) of this section.

(4) The falsification of any of the above certifications may subject the contractor or subcontractor to civil or criminal prosecution under section 1001 of title 18 and section 231 of title 31 of the United States Code.

c. The contractor or subcontractor shall make the records required under paragraph 3.a. of this section available for inspection, copying, or transcription by authorized representatives of the contracting agency, the State DOT, the FHWA, or the Department of Labor, and shall permit such representatives to interview employees during working hours on the job. If the contractor or subcontractor fails to submit the required records or to make them available, the FHWA may, after written notice to the contractor, the contracting agency or the State DOT, take such action as may be necessary to cause the suspension of any further payment, advance, or guarantee of funds. Furthermore, failure to submit the required records upon request or to make such records available may be grounds for debarment action pursuant to 29 CFR 5.12.

4. Apprentices and trainees

a. Apprentices (programs of the USDOL).

Apprentices will be permitted to work at less than the predetermined rate for the work they performed when they are employed pursuant to and individually registered in a bona fide apprenticeship program registered with the U.S. Department of Labor, Employment and Training Administration, Office of Apprenticeship Training, Employer and Labor Services, or with a State Apprenticeship Agency recognized by the Office, or if a person is employed in his or her first 90 days of probationary employment as an apprentice in such an apprenticeship program, who is not individually registered in the program, but who has been certified by the Office of Apprenticeship Training, Employer and Labor Services or a State Apprenticeship Agency (where appropriate) to be eligible for probationary employment as an apprentice.

The allowable ratio of apprentices to journeymen on the job site in any craft classification shall not be greater than the ratio permitted to the contractor as to the entire work force under the registered program. Any worker listed on a payroll at an apprentice wage rate, who is not registered or otherwise employed as stated above, shall be paid not less than the applicable wage rate on the wage determination for the classification of work actually performed. In addition, any apprentice performing work on the job site in excess of the ratio permitted under the registered program shall be paid not less than the applicable wage rate on the wage determination for the work actually performed. Where a contractor is performing construction on a project in a locality other than that in which its program is registered, the ratios and wage rates (expressed in percentages of the journeyman's hourly rate) specified in the contractor's or subcontractor's registered program shall be observed.

Every apprentice must be paid at not less than the rate specified in the registered program for the apprentice's level of progress, expressed as a percentage of the journeymen hourly

rate specified in the applicable wage determination. Apprentices shall be paid fringe benefits in accordance with the provisions of the apprenticeship program. If the apprenticeship program does not specify fringe benefits, apprentices must be paid the full amount of fringe benefits listed on the wage determination for the applicable classification. If the Administrator determines that a different practice prevails for the applicable apprentice classification, fringes shall be paid in accordance with that determination.

In the event the Office of Apprenticeship Training, Employer and Labor Services, or a State Apprenticeship Agency recognized by the Office, withdraws approval of an apprenticeship program, the contractor will no longer be permitted to utilize apprentices at less than the applicable predetermined rate for the work performed until an acceptable program is approved.

b. Trainees (programs of the USDOL).

Except as provided in 29 CFR 5.16, trainees will not be permitted to work at less than the predetermined rate for the work performed unless they are employed pursuant to and individually registered in a program which has received prior approval, evidenced by formal certification by the U.S. Department of Labor, Employment and Training Administration.

The ratio of trainees to journeymen on the job site shall not be greater than permitted under the plan approved by the Employment and Training Administration.

Every trainee must be paid at not less than the rate specified in the approved program for the trainee's level of progress, expressed as a percentage of the journeyman hourly rate specified in the applicable wage determination. Trainees shall be paid fringe benefits in accordance with the provisions of the trainee program. If the trainee program does not mention fringe benefits, trainees shall be paid the full amount of fringe benefits listed on the wage determination unless the Administrator of the Wage and Hour Division determines that there is an apprenticeship program associated with the corresponding journeyman wage rate on the wage determination which provides for less than full fringe benefits for apprentices. Any employee listed on the payroll at a trainee rate who is not registered and participating in a training plan approved by the Employment and Training Administration shall be paid not less than the applicable wage rate on the wage determination for the classification of work actually performed. In addition, any trainee performing work on the job site in excess of the ratio permitted under the registered program shall be paid not less than the applicable wage rate on the wage determination for the work actually performed.

In the event the Employment and Training Administration withdraws approval of a training program, the contractor will no longer be permitted to utilize trainees at less than the applicable predetermined rate for the work performed until an acceptable program is approved.

c. Equal employment opportunity. The utilization of apprentices, trainees and journeymen under this part shall be in conformity with the equal employment opportunity requirements of Executive Order 11246, as amended, and 29 CFR part 30.

d. Apprentices and Trainees (programs of the U.S. DOT).

Apprentices and trainees working under apprenticeship and skill training programs which have been certified by the Secretary of Transportation as promoting EEO in connection with Federal-aid highway construction programs are not subject to the requirements of paragraph 4 of this Section IV. The straight time hourly wage rates for apprentices and trainees under such programs will be established by the particular programs. The ratio of apprentices and trainees to journeymen shall not be greater than permitted by the terms of the particular program.

5. Compliance with Copeland Act requirements. The contractor shall comply with the requirements of 29 CFR part 3, which are incorporated by reference in this contract.

6. Subcontracts. The contractor or subcontractor shall insert Form FHWA-1273 in any subcontracts and also require the subcontractors to include Form FHWA-1273 in any lower tier subcontracts. The prime contractor shall be responsible for the compliance by any subcontractor or lower tier subcontractor with all the contract clauses in 29 CFR 5.5.

7. Contract termination: debarment. A breach of the contract clauses in 29 CFR 5.5 may be grounds for termination of the contract, and for debarment as a contractor and a subcontractor as provided in 29 CFR 5.12.

8. Compliance with Davis-Bacon and Related Act requirements. All rulings and interpretations of the Davis-Bacon and Related Acts contained in 29 CFR parts 1, 3, and 5 are herein incorporated by reference in this contract.

9. Disputes concerning labor standards. Disputes arising out of the labor standards provisions of this contract shall not be subject to the general disputes clause of this contract. Such disputes shall be resolved in accordance with the procedures of the Department of Labor set forth in 29 CFR parts 5, 6, and 7. Disputes within the meaning of this clause include disputes between the contractor (or any of its subcontractors) and the contracting agency, the U.S. Department of Labor, or the employees or their representatives.

10. Certification of eligibility.

a. By entering into this contract, the contractor certifies that neither it (nor he or she) nor any person or firm who has an interest in the contractor's firm is a person or firm ineligible to be awarded Government contracts by virtue of section 3(a) of the Davis-Bacon Act or 29 CFR 5.12(a)(1).

b. No part of this contract shall be subcontracted to any person or firm ineligible for award of a Government contract by virtue of section 3(a) of the Davis-Bacon Act or 29 CFR 5.12(a)(1).

c. The penalty for making false statements is prescribed in the U.S. Criminal Code, 18 U.S.C. 1001.

V. CONTRACT WORK HOURS AND SAFETY STANDARDS ACT

The following clauses apply to any Federal-aid construction contract in an amount in excess of \$100,000 and subject to the overtime provisions of the Contract Work Hours and Safety Standards Act. These clauses shall be inserted in addition to the clauses required by 29 CFR 5.5(a) or 29 CFR 4.6. As used in this paragraph, the terms laborers and mechanics include watchmen and guards.

1. Overtime requirements. No contractor or subcontractor contracting for any part of the contract work which may require or involve the employment of laborers or mechanics shall require or permit any such laborer or mechanic in any workweek in which he or she is employed on such work to work in excess of forty hours in such workweek unless such laborer or mechanic receives compensation at a rate not less than one and one-half times the basic rate of pay for all hours worked in excess of forty hours in such workweek.

2. Violation; liability for unpaid wages; liquidated damages. In the event of any violation of the clause set forth in paragraph (1.) of this section, the contractor and any subcontractor responsible therefor shall be liable for the unpaid wages. In addition, such contractor and subcontractor shall be liable to the United States (in the case of work done under contract for the District of Columbia or a territory, to such District or to such territory), for liquidated damages. Such liquidated damages shall be computed with respect to each individual laborer or mechanic, including watchmen and guards, employed in violation of the clause set forth in paragraph (1.) of this section, in the sum of \$10 for each calendar day on which such individual was required or permitted to work in excess of the standard workweek of forty hours without payment of the overtime wages required by the clause set forth in paragraph (1.) of this section.

3. Withholding for unpaid wages and liquidated damages. The FHWA or the contracting agency shall upon its own action or upon written request of an authorized representative of the Department of Labor withhold or cause to be withheld, from any moneys payable on account of work performed by the contractor or subcontractor under any such contract or any other Federal contract with the same prime contractor, or any other federally-assisted contract subject to the Contract Work Hours and Safety Standards Act, which is held by the same prime contractor, such sums as may be determined to be necessary to satisfy any liabilities of such contractor or subcontractor for unpaid wages and liquidated damages as provided in the clause set forth in paragraph (2.) of this section.

4. Subcontracts. The contractor or subcontractor shall insert in any subcontracts the clauses set forth in paragraph (1.) through (4.) of this section and also a clause requiring the subcontractors to include these clauses in any lower tier subcontracts. The prime contractor shall be responsible for compliance by any subcontractor or lower tier subcontractor with the clauses set forth in paragraphs (1.) through (4.) of this section.

VI. SUBLETTING OR ASSIGNING THE CONTRACT

This provision is applicable to all Federal-aid construction contracts on the National Highway System.

1. The contractor shall perform with its own organization contract work amounting to not less than 30 percent (or a greater percentage if specified elsewhere in the contract) of the total original contract price, excluding any specialty items designated by the contracting agency. Specialty items may be performed by subcontract and the amount of any such specialty items performed may be deducted from the total original contract price before computing the amount of work required to be performed by the contractor's own organization (23 CFR 635.116).

a. The term "perform work with its own organization" refers to workers employed or leased by the prime contractor, and equipment owned or rented by the prime contractor, with or without operators. Such term does not include employees or equipment of a subcontractor or lower tier subcontractor, agents of the prime contractor, or any other assignees. The term may include payments for the costs of hiring leased employees from an employee leasing firm meeting all relevant Federal and State regulatory requirements. Leased employees may only be included in this term if the prime contractor meets all of the following conditions:

(1) the prime contractor maintains control over the supervision of the day-to-day activities of the leased employees;

(2) the prime contractor remains responsible for the quality of the work of the leased employees;

(3) the prime contractor retains all power to accept or exclude individual employees from work on the project; and

(4) the prime contractor remains ultimately responsible for the payment of predetermined minimum wages, the submission of payrolls, statements of compliance and all other Federal regulatory requirements.

b. "Specialty Items" shall be construed to be limited to work that requires highly specialized knowledge, abilities, or equipment not ordinarily available in the type of contracting organizations qualified and expected to bid or propose on the contract as a whole and in general are to be limited to minor components of the overall contract.

2. The contract amount upon which the requirements set forth in paragraph (1) of Section VI is computed includes the cost of material and manufactured products which are to be purchased or produced by the contractor under the contract provisions.

3. The contractor shall furnish (a) a competent superintendent or supervisor who is employed by the firm, has full authority to direct performance of the work in accordance with the contract requirements, and is in charge of all construction operations (regardless of who performs the work) and (b) such other of its own organizational resources (supervision, management, and engineering services) as the contracting officer determines is necessary to assure the performance of the contract.

4. No portion of the contract shall be sublet, assigned or otherwise disposed of except with the written consent of the contracting officer, or authorized representative, and such consent when given shall not be construed to relieve the contractor of any responsibility for the fulfillment of the contract. Written consent will be given only after the contracting agency has assured that each subcontract is

evidenced in writing and that it contains all pertinent provisions and requirements of the prime contract.

5. The 30% self-performance requirement of paragraph (1) is not applicable to design-build contracts; however, contracting agencies may establish their own self-performance requirements.

VII. SAFETY: ACCIDENT PREVENTION

This provision is applicable to all Federal-aid construction contracts and to all related subcontracts.

1. In the performance of this contract the contractor shall comply with all applicable Federal, State, and local laws governing safety, health, and sanitation (23 CFR 635). The contractor shall provide all safeguards, safety devices and protective equipment and take any other needed actions as it determines, or as the contracting officer may determine, to be reasonably necessary to protect the life and health of employees on the job and the safety of the public and to protect property in connection with the performance of the work covered by the contract.

2. It is a condition of this contract, and shall be made a condition of each subcontract, which the contractor enters into pursuant to this contract, that the contractor and any subcontractor shall not permit any employee, in performance of the contract, to work in surroundings or under conditions which are unsanitary, hazardous or dangerous to his/her health or safety, as determined under construction safety and health standards (29 CFR 1926) promulgated by the Secretary of Labor, in accordance with Section 107 of the Contract Work Hours and Safety Standards Act (40 U.S.C. 3704).

3. Pursuant to 29 CFR 1926.3, it is a condition of this contract that the Secretary of Labor or authorized representative thereof, shall have right of entry to any site of contract performance to inspect or investigate the matter of compliance with the construction safety and health standards and to carry out the duties of the Secretary under Section 107 of the Contract Work Hours and Safety Standards Act (40 U.S.C. 3704).

VIII. FALSE STATEMENTS CONCERNING HIGHWAY PROJECTS

This provision is applicable to all Federal-aid construction contracts and to all related subcontracts.

In order to assure high quality and durable construction in conformity with approved plans and specifications and a high degree of reliability on statements and representations made by engineers, contractors, suppliers, and workers on Federal-aid highway projects, it is essential that all persons concerned with the project perform their functions as carefully, thoroughly, and honestly as possible. Willful falsification, distortion, or misrepresentation with respect to any facts related to the project is a violation of Federal law. To prevent any misunderstanding regarding the seriousness of these and similar acts, Form FHWA-1022 shall be posted on each Federal-aid highway project (23 CFR 635) in one or more places where it is readily available to all persons concerned with the project:

18 U.S.C. 1020 reads as follows:

"Whoever, being an officer, agent, or employee of the United States, or of any State or Territory, or whoever, whether a person, association, firm, or corporation, knowingly makes any false statement, false representation, or false report as to the character, quality, quantity, or cost of the material used or to be used, or the quantity or quality of the work performed or to be performed, or the cost thereof in connection with the submission of plans, maps, specifications, contracts, or costs of construction on any highway or related project submitted for approval to the Secretary of Transportation; or

Whoever knowingly makes any false statement, false representation, false report or false claim with respect to the character, quality, quantity, or cost of any work performed or to be performed, or materials furnished or to be furnished, in connection with the construction of any highway or related project approved by the Secretary of Transportation; or

Whoever knowingly makes any false statement or false representation as to material fact in any statement, certificate, or report submitted pursuant to provisions of the Federal-aid Roads Act approved July 1, 1916, (39 Stat. 355), as amended and supplemented;

Shall be fined under this title or imprisoned not more than 5 years or both."

IX. IMPLEMENTATION OF CLEAN AIR ACT AND FEDERAL WATER POLLUTION CONTROL ACT

This provision is applicable to all Federal-aid construction contracts and to all related subcontracts.

By submission of this bid/proposal or the execution of this contract, or subcontract, as appropriate, the bidder, proposer, Federal-aid construction contractor, or subcontractor, as appropriate, will be deemed to have stipulated as follows:

1. That any person who is or will be utilized in the performance of this contract is not prohibited from receiving an award due to a violation of Section 508 of the Clean Water Act or Section 306 of the Clean Air Act.
2. That the contractor agrees to include or cause to be included the requirements of paragraph (1) of this Section X in every subcontract, and further agrees to take such action as the contracting agency may direct as a means of enforcing such requirements.

X. CERTIFICATION REGARDING DEBARMENT, SUSPENSION, INELIGIBILITY AND VOLUNTARY EXCLUSION

This provision is applicable to all Federal-aid construction contracts, design-build contracts, subcontracts, lower-tier subcontracts, purchase orders, lease agreements, consultant contracts or any other covered transaction requiring FHWA approval or that is estimated to cost \$25,000 or more – as defined in 2 CFR Parts 180 and 1200.

1. Instructions for Certification – First Tier Participants:

- a. By signing and submitting this proposal, the prospective first tier participant is providing the certification set out below.
- b. The inability of a person to provide the certification set out below will not necessarily result in denial of participation in this

covered transaction. The prospective first tier participant shall submit an explanation of why it cannot provide the certification set out below. The certification or explanation will be considered in connection with the department or agency's determination whether to enter into this transaction. However, failure of the prospective first tier participant to furnish a certification or an explanation shall disqualify such a person from participation in this transaction.

c. The certification in this clause is a material representation of fact upon which reliance was placed when the contracting agency determined to enter into this transaction. If it is later determined that the prospective participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the contracting agency may terminate this transaction for cause of default.

d. The prospective first tier participant shall provide immediate written notice to the contracting agency to whom this proposal is submitted if any time the prospective first tier participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.

e. The terms "covered transaction," "debarred," "suspended," "ineligible," "participant," "person," "principal," and "voluntarily excluded," as used in this clause, are defined in 2 CFR Parts 180 and 1200. "First Tier Covered Transactions" refers to any covered transaction between a grantee or subgrantee of Federal funds and a participant (such as the prime or general contract). "Lower Tier Covered Transactions" refers to any covered transaction under a First Tier Covered Transaction (such as subcontracts). "First Tier Participant" refers to the participant who has entered into a covered transaction with a grantee or subgrantee of Federal funds (such as the prime or general contractor). "Lower Tier Participant" refers any participant who has entered into a covered transaction with a First Tier Participant or other Lower Tier Participants (such as subcontractors and suppliers).

f. The prospective first tier participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency entering into this transaction.

g. The prospective first tier participant further agrees by submitting this proposal that it will include the clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion-Lower Tier Covered Transactions," provided by the department or contracting agency, entering into this covered transaction, without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions exceeding the \$25,000 threshold.

h. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that is not debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant is responsible for ensuring that its principals are not suspended, debarred, or otherwise ineligible to participate in covered transactions. To verify the eligibility of its principals, as well as the eligibility of any lower tier prospective participants, each participant may, but is not required to, check the Excluded Parties List System website (<https://www.epls.gov/>), which is compiled by the General Services Administration.

i. Nothing contained in the foregoing shall be construed to require the establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of the prospective participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.

j. Except for transactions authorized under paragraph (f) of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency may terminate this transaction for cause or default.

* * * * *

2. Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion – First Tier Participants:

a. The prospective first tier participant certifies to the best of its knowledge and belief, that it and its principals:

(1) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participating in covered transactions by any Federal department or agency;

(2) Have not within a three-year period preceding this proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;

(3) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State or local) with commission of any of the offenses enumerated in paragraph (a)(2) of this certification; and

(4) Have not within a three-year period preceding this application/proposal had one or more public transactions (Federal, State or local) terminated for cause or default.

b. Where the prospective participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

2. Instructions for Certification - Lower Tier Participants:

(Applicable to all subcontracts, purchase orders and other lower tier transactions requiring prior FHWA approval or estimated to cost \$25,000 or more - 2 CFR Parts 180 and 1200)

a. By signing and submitting this proposal, the prospective lower tier is providing the certification set out below.

b. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department, or agency with which

this transaction originated may pursue available remedies, including suspension and/or debarment.

c. The prospective lower tier participant shall provide immediate written notice to the person to which this proposal is submitted if at any time the prospective lower tier participant learns that its certification was erroneous by reason of changed circumstances.

d. The terms "covered transaction," "debarred," "suspended," "ineligible," "participant," "person," "principal," and "voluntarily excluded," as used in this clause, are defined in 2 CFR Parts 180 and 1200. You may contact the person to which this proposal is submitted for assistance in obtaining a copy of those regulations. "First Tier Covered Transactions" refers to any covered transaction between a grantee or subgrantee of Federal funds and a participant (such as the prime or general contract). "Lower Tier Covered Transactions" refers to any covered transaction under a First Tier Covered Transaction (such as subcontracts). "First Tier Participant" refers to the participant who has entered into a covered transaction with a grantee or subgrantee of Federal funds (such as the prime or general contractor). "Lower Tier Participant" refers any participant who has entered into a covered transaction with a First Tier Participant or other Lower Tier Participants (such as subcontractors and suppliers).

e. The prospective lower tier participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency with which this transaction originated.

f. The prospective lower tier participant further agrees by submitting this proposal that it will include this clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion-Lower Tier Covered Transaction," without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions exceeding the \$25,000 threshold.

g. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that is not debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant is responsible for ensuring that its principals are not suspended, debarred, or otherwise ineligible to participate in covered transactions. To verify the eligibility of its principals, as well as the eligibility of any lower tier prospective participants, each participant may, but is not required to, check the Excluded Parties List System website (<https://www.epls.gov/>), which is compiled by the General Services Administration.

h. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.

i. Except for transactions authorized under paragraph e of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the

department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.

* * * * *

Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion--Lower Tier Participants:

1. The prospective lower tier participant certifies, by submission of this proposal, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participating in covered transactions by any Federal department or agency.

2. Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

* * * * *

XI. CERTIFICATION REGARDING USE OF CONTRACT FUNDS FOR LOBBYING

This provision is applicable to all Federal-aid construction contracts and to all related subcontracts which exceed \$100,000 (49 CFR 20).

1. The prospective participant certifies, by signing and submitting this bid or proposal, to the best of his or her knowledge and belief, that:

a. No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any Federal agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

b. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any Federal agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

2. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by 31 U.S.C. 1352. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

3. The prospective participant also agrees by submitting its bid or proposal that the participant shall require that the language of this certification be included in all lower tier subcontracts, which exceed \$100,000 and that all such recipients shall certify and disclose accordingly.

**ATTACHMENT A - EMPLOYMENT AND MATERIALS
PREFERENCE FOR APPALACHIAN DEVELOPMENT
HIGHWAY SYSTEM OR APPALACHIAN LOCAL ACCESS
ROAD CONTRACTS**

This provision is applicable to all Federal-aid projects funded under the Appalachian Regional Development Act of 1965.

1. During the performance of this contract, the contractor undertaking to do work which is, or reasonably may be, done as on-site work, shall give preference to qualified persons who regularly reside in the labor area as designated by the DOL wherein the contract work is situated, or the subregion, or the Appalachian counties of the State wherein the contract work is situated, except:

a. To the extent that qualified persons regularly residing in the area are not available.

b. For the reasonable needs of the contractor to employ supervisory or specially experienced personnel necessary to assure an efficient execution of the contract work.

c. For the obligation of the contractor to offer employment to present or former employees as the result of a lawful collective bargaining contract, provided that the number of nonresident persons employed under this subparagraph (1c) shall not exceed 20 percent of the total number of employees employed by the contractor on the contract work, except as provided in subparagraph (4) below.

2. The contractor shall place a job order with the State Employment Service indicating (a) the classifications of the laborers, mechanics and other employees required to perform the contract work, (b) the number of employees required in each classification, (c) the date on which the participant estimates such employees will be required, and (d) any other pertinent information required by the State Employment Service to complete the job order form. The job order may be placed with the State Employment Service in writing or by telephone. If during the course of the contract work, the information submitted by the contractor in the original job order is substantially modified, the participant shall promptly notify the State Employment Service.

3. The contractor shall give full consideration to all qualified job applicants referred to him by the State Employment Service. The contractor is not required to grant employment to any job applicants who, in his opinion, are not qualified to perform the classification of work required.

4. If, within one week following the placing of a job order by the contractor with the State Employment Service, the State Employment Service is unable to refer any qualified job applicants to the contractor, or less than the number requested, the State Employment Service will forward a certificate to the contractor indicating the unavailability of applicants. Such certificate shall be made a part of the contractor's permanent project records. Upon receipt of this certificate, the contractor may employ persons who do not normally reside in the labor area to fill positions covered by the certificate, notwithstanding the provisions of subparagraph (1c) above.

5. The provisions of 23 CFR 633.207(e) allow the contracting agency to provide a contractual preference for the use of mineral resource materials native to the Appalachian region.

6. The contractor shall include the provisions of Sections 1 through 4 of this Attachment A in every subcontract for work which is, or reasonably may be, done as on-site work.

REQUIRED CONTRACT PROVISIONS:

BIDDING REQUIREMENTS AND CONDITIONS:

Suspension from Bidding:

The City may suspend any person and any subsidiary or affiliate of any person from further bidding to the City and from being a subcontractor to a contractor or supplier or otherwise participating in the work:

- (A) If that person or any officer, director, employee or agent of that person is convicted, in this State, of any other jurisdiction, of a crime involving any of the following elements or actions:
- (1) Entering into any contract, combination, conspiracy or other unlawful act in restraint of trade or commerce,
 - (2) Knowingly and willfully falsifying, concealing, or covering up a material fact by trick, scheme, or device,
 - (3) Making false, fictitious, or fraudulent statements or representations,
 - (4) Making or using a false writing or document knowing it to contain a false, fictitious, or fraudulent statement or entry.
 - (5) Misrepresentation or false statement on any application for bonding:
 - (6) Misrepresentation or false statement on any application for prequalification; or
- (B) If the City makes a finding of any of the above or finds that the contractor is not a Responsible Bidder or a Responsible Contractor.

Under this Subsection, a person means any individual, partnership, joint venture, corporation, association or other entity formed for the purpose of doing business as a contractor, subcontractor or supplier.

The signature of the bid proposal by a submitter constitutes the submitter's certification, under penalty of perjury under the laws of the United States, that the submitter, or any person associated therewith in the capacity of owner, partner, director, officer, principal investor, project director, manager, auditor, or any position involving the administration of federal funds, has not been, or is not currently, under suspension, debarment, voluntary exclusion or been determined ineligible by any federal agency within the past three years. Signature of the bid proposal also certifies, under penalty of perjury under the laws of the United States, that the submitter does not have a proposed debarment pending. In addition, signature of the bid proposal certifies that the submitter has not been indicted, convicted, or had a civil judgment rendered against (it) by a court of competent jurisdiction in any matter involving fraud or official misconduct within the past three years.

Any exceptions to the above paragraph shall be noted and fully described on a separate sheet and attached to the bid proposal.

Non-Collusion Certification:

Bidders making their submittal shall complete the "AFFIDAVIT BY CONTRACTOR CERTIFYING THAT THERE WAS NO COLLUSION IN BIDDING OF CONTRACT" form included within these project specifications. This form shall be executed by or on behalf of the person, firm, association of corporation submitting the bid, in the following form:

The bidder certifies that, pursuant to Subsection 112(c) of Title 23, United States Code, and Title 44, Chapter 10, Article 1 and Title 34, Chapter 2, Article 4 of the Arizona Revised Statutes, neither it nor anyone associated with the company, firm, corporation, or individual has, either directly or indirectly, entered into any agreement, participated in any collusion, or otherwise taken any action in restraint of full competitive bidding in connection with the above referenced project.

SCOPE OF WORK:

Intent of Contract:

(A) COVENANT OF GOOD FAITH AND FAIR DEALING

This contract imposes an obligation of good faith and fair dealing in its performance and enforcement.

The Contractor and the City, with a positive commitment to honesty and integrity, agree to the following mutual duties:

- (1) Each will function within the laws and statutes applicable to their duties and responsibilities.
- (2) Each will assist in the other's performance.
- (3) Each will avoid hindering the other's performance.
- (4) Each will proceed to fulfill its obligations diligently.
- (5) Each will cooperate in the common endeavor of the contract.

(B) VOLUNTARY PARTNERING

The City of Phoenix Street Transportation Department intends to encourage the foundation of a cohesive partnership with the Contractor and its principal subcontractors and suppliers. This partnership will be structured to draw on the strengths of each organization to identify and achieve reciprocal goals. The objectives are effective and efficient contract performance and completion within budget, on schedule, and in accordance with plans and Specifications.

This partnership will be bilateral in makeup, and participation will be totally voluntary.

To implement this partner initiative prior to starting work, the Contractor's management personnel and the City's Engineering Supervisor will initiate a partnering development session. Persons required to be in attendance will be the City's Engineering Supervisor and key project personnel; the prime Contractor's on-site project manager and key project personnel; and principal subcontractor and supplier representatives.

Follow-up workshops may be held periodically throughout the duration of the contract as agreed by the Contractor and the City.

The establishment of a partnership charter on a project will not change the legal relationship of the parties to the contract, nor relieve either party from any of the terms of the contract.

(C) VALUE ENGINEERING PROPOSALS

Value Engineering proposals may be submitted to the Engineer for modifying the plans, specifications, or other requirements of the contract for the sole purpose of reducing the total cost of construction without impairing in any manner the essential functions or characteristics of the project, including but not limited to service life, economy of operations, ease of maintenance, desired appearance, or design and safety standards.

After execution of the contract, a value engineering proposal may be recommended by the Contractor. A proposal may include modifications to the plans or specifications, construction phasing or procedures, or other contract requirements.

The Engineer reserves the right to make alterations to the contract, in accordance with MAG Specification Section 104.2.1. The Engineer will notify the Contractor in writing of any alterations to the contract. Such alterations shall not

be eligible for inclusion in any value engineering initiatives or joint proposals.

A savings resulting solely from the elimination or reduction in quantity of a bid item will not be considered as a value engineering proposal. A savings resulting from the elimination or reduction in quantity of a bid item specified as part of a value engineering proposal will be considered.

The Contractor shall identify a value engineering proposal as such, and it shall contain, at a minimum, the following:

- (A) A description of both the existing contract requirements for performing the work and the proposed changes.
- (B) All engineering drawings and computations necessary for a thorough and expeditious evaluation.
- (C) An itemization of the existing contract requirements that must be changed if the proposal is adopted, and a recommendation as to the manner in which the change should be made.
- (D) A detailed estimate of the cost of performing the work under the existing contract and under the proposed changes, including the cost of implementing the changes.
- (E) The contract items affected by the proposed changes and any variations in quantities resulting from the changes, and any new items not listed in the bid schedule.
- (F) An objective estimate of any effects the proposal will have on collateral costs to the City, costs of related items, and costs of maintenance and operation.
- (G) A statement as to the effect that the proposal will have on the time for the completion of the project.
- (H) A statement in which the Engineer and Contractor jointly establish an acceptable period of time for evaluation of the proposal, and execution of a supplemental agreement. Any delays or extensions must be jointly approved by the Engineer and Contractor, or such proposal shall be considered rejected.
- (I) A statement as to any contract time extension or time related costs which will be requested by the Contractor as a condition for implementing the proposed changes.

The City will not be liable for any delay in executing a supplemental agreement, nor for any failure to accept a value engineering proposal.

The Engineer will notify the Contractor in writing regarding acceptance or rejection of a proposal. The City's decision will be final.

If the value engineering proposal is accepted in whole or in part, the necessary contract modifications and contract price adjustments will be made by the execution of a supplemental agreement which will specifically state that it is executed pursuant to the provisions of this subsection. The City will be the sole judge of the acceptability of a proposal, and of the estimated net savings in construction costs from the adoption of all or any part of the proposal.

The Contractor shall not perform any work described in the value engineering proposal until a supplemental agreement incorporating the proposal has been executed, or until the Contractor has been given written approval by the Engineer. If the supplemental agreement has not been executed, or the Contractor has not been given written approval on or before the date jointly determined above in paragraph (H), the proposal shall be deemed rejected.

The executed supplemental agreement shall incorporate the changes in the plans, specifications, or other requirements of the contract which are necessary to permit the proposal, or such part of it which has been accepted, to be put into effect, and shall include any conditions upon which the City's approval thereof is based. The executed supplemental agreement shall also extend the time for the completion of the contract if, the extension was requested by the Contractor as a condition for implementing the proposal, and such an extension has been deemed warranted by the City.

The executed supplemental agreement shall also establish the estimated net savings in the cost of performing the work attributable to the value engineering proposal. In determining the net savings, the Engineer reserves the right to disregard the contract bid prices if, in the Engineer's judgement, such prices do not represent a fair measure of the value of the work to be performed or deleted. The executed supplemental agreement shall provide that the Contractor be paid 50 percent of the estimated net savings amount. Administrative or construction engineering costs by the City will not be included in the determination of the estimated net savings. Changes in overhead costs by the Contractor resulting from the proposal, including related time reductions or extensions, shall not be allowed.

The amount specified to be paid to the Contractor in the executed supplemental agreement shall constitute full compensation to the Contractor for the value engineering proposal and the performance of the work thereof pursuant to the said supplemental agreement.

Upon acceptance of a value engineering proposal, any restrictions imposed by the Contractor on its use or on disclosure of the information shall become void, and the City thereafter shall have the right to use all or any part of the proposal without obligation or compensation of any kind to the Contractor.

CONTROL OF WORK:

Claims:

(A) Notice of Claim:

It is the purpose of this subsection that claims for additional compensation and any difference between the parties arising under and by virtue of the contract be brought to the attention of the Engineer at the earliest possible time and at the first responsible level to increase the possibility for such matters to be resolved or for appropriate action to be taken promptly. This section shall be construed to apply to all claims including, but not limited to, claims based on contract clauses as well as claims based on breach of contract or tort.

In the event any basis for additional compensation or time extension is perceived by the Contractor to have occurred, the Contractor shall give the Engineer immediate oral or written notice of such basis for additional compensation or time extension for the earliest possible decision, instruction, notice or action duly taken by the Engineer.

Should the Contractor disagree with any decision, order, instruction, notice, act or omission of the Engineer, the Contractor may submit a Notice of Claim to the Engineer. The Notice of Claim shall be submitted in writing within three working days after the Contractor has learned of the Engineer's action regarding the occurrence or event and before the Contractor begins the work on which he/she based the claim. For projects on which the voluntary partnering process is followed, and the Contractor elects to file a claim, the Notice of Claim shall be submitted within three working days after the completion of the issue resolution process.

The Notice of Claim shall indicate, insofar as possible, the basis and the nature of the claim. If notification is not given, the Contractor hereby agrees to waive any claim for additional compensation. Within a 10 day period from the submission of the Notice of Claim, the Contractor shall submit in writing a projection of the Contractor's additional costs resulting from the alleged incident. Such costs shall include both present and future costs resulting from the alleged incident.

At the time the Contractor gives written notice of his/her claim, the Contractor shall immediately begin to keep and maintain complete and specific records to the extent possible, including but not limited to, cost records concerning details of the perceived claim.

The Contractor shall give the Engineer access to any such records and, when so requested, shall furnish the Engineer copies of claim documentation.

Unless otherwise agreed to in writing, the Contractor shall continue with and carry on the work and progress during the pendency of any claim, dispute, decision or determination by the Engineer, and any mediation or arbitration proceedings, and the City will continue to make progress payments to the Contractor in accordance with the contract documents.

(B) Submission of Claims:

As promptly as possible following the submission of a Notice of Claim in accordance with Subsection (A) of this section, but in no event later than 30 calendar days after all of the Contractor's costs have been incurred, the Contractor shall submit his/her claim to the Engineer concerning the matter so noticed.

The claim shall set forth clearly and in detail, for each item of additional compensation or extension of time requested, the reasons for the claim, references to applicable provisions of the specifications, the nature and the specific cost ascribed to each element of the claim or for each period of time involved, the basis used in ascribing each such element of cost or for each such period of time, and all other pertinent factual data.

The Contractor shall, insofar as it is possible to do so, promptly furnish any clarification and additional information or data deemed necessary and requested in writing by the Engineer.

(C) Decision on Claims:

The Engineer will make a written decision in relation to any claim presented by the Contractor within the following time frames:

- (1) For an adjustment in compensation, or other contractual dispute between the parties where the amount in controversy is \$200,000.00 or less, 30 calendar days from receipt of the Contractor's claim;
- (2) For an adjustment in compensation or other contractual dispute between the parties where the amount in controversy is more than \$200,000.00, 60 calendar days from receipt of the Contractor's claim.

Unless the Contractor and the Engineer otherwise stipulate in writing to a later time, if the Engineer does not make a decision or determination within the time frames prescribed in this subsection, the claim shall be deemed denied and the Contractor may proceed with the legal remedy prescribed herein.

The decision of the Engineer in relation to the Contractor's claim shall be final unless the Contractor commences arbitration or litigation as follows:

- (1) Where the amount in controversy is \$200,000.00 or less, the Contractor's sole legal remedy shall be arbitration.
- (2) Where the amount in controversy is more than \$200,000.00, the Contractor shall initiate litigation within twelve months after the cause of action accrues as prescribed in Section 12-821 of the Arizona Revised Statutes.

(D) Mediation:

If the Contractor is not satisfied with the decision of the Engineer, and prior to filing for arbitration or litigation, the Contractor may request a non-binding mediation by filing a request for mediation in writing with the Engineer. The Engineer will then arrange for a mutually agreeable mediator. Such request for mediation shall be made within 30 calendar days from actual receipt of the Engineer's decision as provided for in this section.

In connection with the mediation, each party shall bear its own costs, and any fees and expenses assessed by the mediator shall be borne equally by the parties.

(E) Arbitration of Claims and Disputes:

- (1) If the Contractor elects to invoke his/her right to arbitration, the Contractor shall file a Demand for Arbitration in writing with the American Arbitration Association, United States Arbitration and Mediation of Arizona, or any equivalent arbitration service, and serve a copy thereof upon the Engineer. Such Demand for Arbitration shall be made by claimant within 30 calendar days measured from actual receipt of the Engineer's decision unless a mediation process is already underway, in which case the Demand for Arbitration shall be made within 30

days of the termination of the mediation process. The scope of the arbitration proceeding shall be restricted and limited to the matters presented to the Engineer upon which the decision or determination was made and shall include no other matters. All arbitration of claims shall be conducted in Phoenix, Arizona in accordance with the rules of the arbitration service hearing the dispute.

- (2) The decision or award of the arbitrator shall be supported by substantial evidence and, in writing, contain the basis for the decision or award and findings of fact. The decision or award by the arbitrator when made shall be final and non-appealable except as provided in Section 12-1512, Arizona Revised Statutes. Both the Contractor and the Engineer shall be bound by the Arbitration Award for all purposes and judgment may be entered upon it in accordance with applicable law in the Superior Court of Arizona in and for the County of Maricopa.
- (3) For the purposes of this section, a claim for adjustment in compensation shall mean an aggregate of operative facts that give rise to the rights that the Contractor seeks to enforce. That is to say, a claim under this section is defined as the event, transaction or set of facts that give rise to a claim for compensation, costs or expenses or damages which do not exceed \$200,000.00 in amount.

In making a determination whether the amount in controversy is \$200,000.00 or less, the parties shall not consider, quantify or take into account any requested extensions of contract time, or the release or remission of liquidated damages previously assessed.

- (4) Any contractor having a claim, adjustment or dispute for an amount in excess of \$200,000.00 may waive or abandon the dollar amount of any such claim in excess of \$200,000.00 so as to bring the claim, adjustment or dispute within the scope and coverage of this section, provided that the amount allowed to any such contractor by the arbitration award shall not exceed \$200,000.00. Various damages claimed by the Contractor for a single claim may not be divided into separate proceedings to create claims within the \$200,000.00 limit.

- (5) The claim shall be submitted to a single arbitrator who shall be selected by the parties from a list of arbitrators furnished by the arbitration service. Each party shall alternately strike names from the list until only one name remains. The person whose name thus remains on the list of arbitrators is their first choice but if that person is not available to serve, the two persons whose names were last stricken are acceptable, with the one whose name was last stricken being the first alternate.
- (6) Unless agreed to otherwise, the parties shall select the arbitrator within ten calendar days after each has received a copy of the list of arbitrators.
- (7) Each party to the arbitration shall bear its own costs and any other cost and fees assessed shall be divided equally between the parties to the arbitration.

CONTROL OF MATERIAL:

(A) Source of Supply and Quality Requirements:

Whenever water is required on a project, as part of either a process or a product, it shall be free of contaminants which, in the judgment of the Engineer, constitute a health hazard to those individuals employed on the project and to the general public.

Untreated effluent shall not be utilized in any aspect of the work.

(B) Certificates:

1. General:

The Contractor shall submit to the Engineer an original or copy of either a Certificate of Compliance or a Certificate of Analysis, as required, prior to the use of any materials or manufactured assemblies for which these specifications or the special provisions require that such a certificate be furnished.

The Engineer may permit the use of certain materials or manufactured assemblies prior to, or without, sampling and testing if accompanied by a Certificate of Compliance or Certificate of Analysis, as herein specified. Materials or manufactured assemblies for which a certificate is furnished may be sampled and tested at any time, and, if found not in conformity with the requirements of the plans and the specifications, will be subject to rejection, whether in place or not.

Certificates shall comply with the requirements specified herein.

2. Certificate of Compliance:

A Certificate of Compliance shall be submitted on the manufacturer's or suppliers' official letterhead, and contain the following information:

- (1) The name, address and phone number of the manufacturer or supplier of the material.
- (2) A description of the material supplied.
- (3) Quantity of material represented by the certificate.
- (4) Means of material identification, such as label, lot number, or marking.
- (5) Statement that the material complies in all respects with the requirements of the cited specifications. Certificates shall state compliance to the specific cited specification, such as AASHTO M-194, ASTM A-588; or specific table or section of the MAG Uniform Standard Specifications, City of Phoenix Supplement to MAG, or Special Provisions. Certificates may cite all, if applicable.
- (6) A statement that the individual identified in item seven below has the legal authority to bind the manufacturer or the supplier of the material.
- (7) The name, title, and signature the responsible individual. The date of the signature shall also be given.

Each of the first six items specified above shall be completed prior to the signing as defined in item seven. No certificate will be accepted that has been altered, added to, or changed in any way after the authorized signature has been affixed to the original certificate. However, notations of a clarifying nature, such as project number, contractor, or quantity shipped are acceptable, provided the basic requirements of the certificate are not affected.

A copy or facsimile reproduction (FAX) will be acceptable; however, the original certificate shall be made available upon request.

3. Certificate of Analysis:

A Certificate of Analysis shall include all the information required in a Certificate of Compliance and, in addition, shall include the results of all tests required by the specifications.

(C) Domestic Materials:

Buy America

Steel and iron materials and products used on all projects shall comply with the current "Buy America" requirements of 23 CFR 635.410.

All manufacturing processes to produce all steel and iron products used on this project shall occur in the United States. Raw materials used in manufacturing the steel and iron products may be foreign or domestic. Steel or iron not meeting these requirements may be used in products on this project provided that the invoiced cost to the Contractor for such steel products incorporated into the work does not exceed either one-tenth of one percent of the total (final) contract cost or \$2,500, whichever is greater.

Any process which involves the application of a coating to iron or steel shall occur in the United States. These processes include epoxy coating, galvanizing, painting, or any other coating which protects or enhances the value of covered material.

The requirements specified herein shall only apply to steel and iron products permanently incorporated into the project. "Buy America" provisions do not apply to temporary steel items, such as sheet piling, temporary bridges, steel scaffolding and falsework, or to materials which remain in place at the contractor's convenience.

Certificates of Compliance, conforming to the requirements of these Specifications, will accompany each shipment of material that includes steel or iron products and will be submitted to the Engineer prior to its use. The Certificates of Compliance must state that the steel or iron products utilized on the project meets the requirements specified herein and shall also certify that all manufacturing processes to produce steel or iron products, and any application of a coating to iron or steel, occurred in the United States.

Convict-produced materials may not be used unless the materials were produced prior to July 1, 1991 at a prison facility specifically producing convict-made materials for Federal-aid construction projects.

LEGAL RELATIONS AND RESPONSIBILITY TO PUBLIC:

(A) Sanitary, Health, and Safety Provisions:

Occupational Safety and Health Standards shall apply at all times. The Contractor shall have, in accordance with OSHA requirements, Material Safety Data Sheets (MSDS) available for all applicable materials stored or utilized on the project. Should the Contractor fail to follow OSHA regulations, the Engineer may suspend the work by written notice until compliance has been achieved. Any such failure to comply with OSHA regulations shall constitute waiver of any right to claim for such suspended work. If regulations are in conflict, the more strict regulation will apply.

(B) Public Convenience and Safety:

The Contractor shall abide by all OSHA 29 CFR Part 1926 and 29 CFR Part 1910 Regulations, as well as all applicable standards of the Environmental Protection Agency (EPA), the Arizona Department of Environmental Quality (ADEQ), and the Mine Safety and Health Administration (MSHA). The Contractor shall maintain a copy of the specified OSHA Standards on the construction site at all times.

The Contractor shall submit a Safety Plan at the preconstruction conference. The Safety Plan shall specify the procedures the Contractor will implement to satisfy OSHA and any state occupational safety guidelines related to the worker as well as the public in the construction of excavations, structures and confined air spaces along with all other activities involved in the project. The Engineer will review the Safety Plan within 10 working days and identify any additional elements of the project to be included. The Contractor shall then modify the Safety Plan, if necessary, for re- submittal to the Engineer within 5 working days. The Contractor shall not commence work until the Safety Plan has been approved, unless authorized by the Engineer.

The safety plan shall include a list of emergency procedures, phone numbers, and methods of communication for medical facilities, Police, Fire Department, and other emergency services which may become necessary. The Contractor shall be responsible for providing First Aid treatment and medical supplies on the project site, in accordance with OSHA 29 CFR Part 1910, and for producing and maintaining records of any injury-related incidents. The Safety Plan shall include the requirement that all workers must wear OSHA approved hard hats, reflective safety vests or other approved high visibility warning garments,

work shoes, and, when appropriate, safety glasses while in construction areas. The Engineer and Project Superintendent shall each ensure that their visitors comply with the above requirements as appropriate.

The Contractor shall designate a competent person as Safety Supervisor to be responsible for implementation of the Safety Plan throughout the contract period. The competent person shall be capable of identifying existing and predictable hazards in the surroundings, or working conditions which are unsanitary, hazardous, or dangerous to employees, and have authority to take prompt corrective measures to eliminate them. The Safety Supervisor shall also conduct safety meetings, oversee and maintain safe job-site conditions, and ensure that emergency procedures, phone numbers, and all applicable OSHA notification posters are conspicuously placed in all work areas.

The Safety Supervisor shall maintain records demonstrating that all workers have sufficient experience to operate their equipment, and have been instructed in the proper operation of the equipment. The Safety Supervisor shall furnish evidence that crane operators have been instructed in accordance with the requirements of OSHA 29 CFR Part 1926.550 Subpart N, and 1926.955 Subpart V.

(C) Damage by Storm, Flood, or Earthquake:

Damage by Storm, Flood, or Earthquake: Attention is directed to MAG Section 107.10, "Contractor's Responsibility for Work". In the event damage to the work is caused by a storm, flood, or earthquake which constitutes an "Occurrence," as hereinafter defined, the provisions of this Section shall be applicable and the Contractor may apply in writing to the Engineer for the City to pay or participate in the cost of repairing damage to the work from such cause or, in lieu thereof, and at the sole discretion of the Department/City, terminate the contract and relieve the Contractor of further obligation to perform the work, subject to the following:

1. Occurrence:

"Occurrence" shall include tornadoes; earthquakes in excess of a magnitude of 3.5 on the Richter Scale; and storms and floods for which the Governor has proclaimed a state of emergency, when the damaged work is located within the territorial limits to which such proclamation is applicable; or which were a catastrophic, unusual, sudden, and unforeseeable manifestation of the forces of nature, the effect of which could not have been prevented or minimized by reasonable human foresight and effort.

2. Application by Contractor:

The Contractor shall immediately begin performing emergency work necessary to provide for the safety and passage of public traffic, and such other emergency work necessary to mitigate damages to the facilities. The Contractor's written request for the City to pay or to participate in the cost of rebuilding, repairing, restoring or otherwise remedying the damage to the work caused by the occurrence shall be submitted to the Engineer. The repair work may begin prior to authorization by the Engineer, but the Contractor shall keep accurate costs of all such work performed.

3. Repair Work:

Repair of damaged work under the provisions of this subsection shall be pursuant to a supplemental agreement issued hereunder and specifying the repair work to be performed on the damaged facility. Such repair work shall consist of restoring the in-place construction (for the purposes of this subsection erected falsework and formwork shall be considered in-place construction) to the same state of completion to which such work had advanced prior to the Occurrence. Emergency work which the Engineer determines would have been part of the repair work if it had not previously been performed, will be considered to be part of said repair work. The City reserves the right to make changes in the plans and specifications applicable to the portions of the work to be repaired, and if such changes will increase the cost of repairing the damage over the Engineer's estimate of the cost of repair without the changes, the Contractor will be paid for such increased costs in accordance with Subsection 4 below.

Nothing in this section shall be construed to relieve the Contractor of full responsibility for the risk or injury, loss or damage to materials not yet incorporated in the work and to materials, tools, and equipment (except erected falsework and formwork) used to perform the work, nor to relieve the Contractor of his liability. The City will be responsible for any portion of the work accepted

by the Engineer in accordance with MAG Section 105.15, and the Supplementary Conditions section, "MAG SUBSECTION 105.15(B) FINAL ACCEPTANCE" contained herein.

4. Determination of Costs:

Unless otherwise agreed between the Engineer and the Contractor, the cost of the work performed pursuant to this Section will be determined in accordance with an approved contract change order. The cost of emergency work, which the Engineer determines would have been part of the repair work if it had not previously been performed will be determined in the same manner as the authorized repair work. The cost of superintendence and other documented direct project costs associated with recovering the site, including idled equipment, remobilization costs and project office overhead shall be included in the cost of emergency and repair work. No payment shall be made for home office overhead.

5. Payment for Repair Work:

The City will pay the cost of the repair work as determined in Subsection 4.

6. Termination of Contract:

If the City elects to terminate the contract, the termination and the determination of the total compensation payable to the Contractor shall be governed by the provisions of MAG Section 108.11- Termination of Contract.

PROVIDE ON-THE-JOB TRAINING:

The Contractor shall provide on-the-job training aimed at developing full journeymen in the type of trade or job classification involved.

The number of trainees to be trained under this project shall be at least 0, and the required number of training hours shall be 0; however, the Contractor shall make every possible effort to provide additional trainees with training and shall see that all trainees are afforded every opportunity to participate in as much training as is practically possible to provide. Due to turnover and attrition of trainees in any single trainee slot, it is expected that continuous trainee replacements may be necessary during the contract work period.

In the event that a Contractor subcontracts a portion of the contract work, he shall determine how many, if any, of the trainees are to be trained by the subcontractor, provided, however, that the Contractor shall retain the primary responsibility for meeting the training requirements imposed by this special provision. The Contractor shall also insure that this training special provision is made applicable to such subcontract. Where feasible, 25 percent of apprentices or trainees in each occupation shall be in their first year of apprenticeship or training.

The number of trainees shall be distributed among the work classifications on the basis of the Contractor's needs and the availability of journeymen in the various classifications within a reasonable area of recruitment. Prior to commencing construction, the Contractor shall submit to the City for approval, the number of trainees to be trained in each selected classification and training program to be used. Furthermore, the Contractor shall specify the starting time for training in each of the classifications. The Contractor will be credited for each trainee employed by him on the contract work who is currently enrolled or becomes enrolled in an approved program and will be reimbursed for such trainees as provided hereinafter.

Training and upgrading of minorities and women toward journeyman status is a primary objective of this Training Special Provision. Accordingly, the Contractor shall make every effort to enroll minority trainees and women (e.g., by conducting systematic and direct recruitment through public and private sources likely to yield minority and women trainees) to the extent that such persons are available within a reasonable area of recruitment. The Contractor will be responsible for demonstrating the steps that he has taken in pursuance thereof, prior to a determination as to whether the Contractor is in compliance with this Training Special Provision. This training commitment is not intended, and shall not be used, to discriminate against any applicant for training, whether a member of a minority group or not.

No employee shall be employed as a trainee in any classification in which he has successfully completed a training course leading to journeyman status or in which he has been employed as a journeyman. The Contractor shall satisfy this requirement by including appropriate questions in the employee application or by other suitable means. Regardless of the method used, the Contractor's records shall document the findings in each case.

The minimum length and type of training for each classification will be as established in the training program selected by the Contractor and approved by the City and the Federal Highway Administration. The City and the Federal Highway Administration will approve a program if it is reasonably calculated to meet the equal employment opportunity obligations of the Contractor and to qualify the average trainee for journeyman status in the classification concerned by the end of the training period. Furthermore, Apprenticeship programs registered with the U.S. Department of Labor, Employment and Training Administration, Bureau of Apprenticeship and Training, or with a State apprenticeship agency recognized by the Bureau and training programs approved but not necessarily sponsored by the U.S. Department of Labor, Bureau of Apprenticeship and Training will also be considered acceptable provided they are being administered in a manner consistent with the equal employment obligations of Federal-aid highway construction contracts. Specifically, union apprenticeship programs, Associated Builders and Contractor's apprenticeship program and Associated General Contractor's Arizona Training program may be used. Additionally, in-house training programs are approved on a case-by-case basis. Approval or acceptance of a training program shall be obtained from the City prior to commencing work on the classification covered by the program. It is the intention of these provisions that training is to be provided in the construction crafts rather than clerk-typists or secretarial-type positions. Training is permissible in lower level management positions such as office engineers, estimators, timekeepers, etc., where the training is oriented toward construction applications. Training in the laborer classification may be permitted provided that significant and meaningful training is provided and approved by the Federal Highway Administration. Some off site training is permissible as long as the training is an integral part of an approved training program and does not comprise a significant part of the overall training.

Except as otherwise noted below, the Contractor will be reimbursed 80 cents per hour of training given an employee on this contract in accordance with an approved training program. As approved by the Engineer, reimbursement will be made for training persons in excess of the number specified herein. This reimbursement will be made even though the Contractor receives additional training program funds from other sources, provided such other source does not specifically prohibit the Contractor from receiving other reimbursement. Reimbursement for off-site training indicated above may only be made to the Contractor where he contributes to the cost of the training, provides the instruction to the trainee or pays the trainee's wages during the off site training period.

No payment will be made to the Contractor if either the failure to provide the required training, or the failure to hire the trainee as a journeyman, is caused by the Contractor and evidences a lack of good faith on the part of the Contractor in meeting the requirements of this Training Special Provision. It is normally expected that a trainee will begin his training on the project as soon as feasible after start of work utilizing the skill involved and remain on the project as long as training opportunities exist in his work classification or until he has completed his training program. However, when such training opportunities are suspended or interrupted under the contract which the trainee was designated, the Contractor may continue training under other contracts regardless of their funding, except that no reimbursement for such training shall be made on non-federal aid contracts, under this training special provision. It is not required that all trainees be on board for the entire length of the contract. A Contractor will have fulfilled his responsibilities under this Training Special Provision if he has provided acceptable training to the number of trainees specified. The number trained shall be determined on the basis of the total number enrolled on the contract for a significant period.

Trainees will be paid at least 60 percent of the appropriate minimum journeyman's rate specified in the contract for the first half of the training period, 75 percent for the third quarter of the training period, and 90 percent of the last quarter of the training period, unless apprentices or trainees in an approved existing program are enrolled as trainees on this project. In that case, the appropriate rates approved by the Departments of Labor or Transportation in connection with the existing program will apply to all trainees being trained for the same classification who are covered by this Training Special Provision.

The Contractor shall furnish the trainee a copy of the program he will follow in providing the training. The Contractor shall provide each trainee with a certification showing the type and length of training satisfactorily completed.

The Contractor shall provide for the maintenance of records and furnish periodic reports documenting his performance under this Training Special Provision.

The Contractor shall submit a weekly training report to the Engineer. The report shall be prepared on forms obtained from the City of Phoenix Equal Opportunity Department, Business Relations Division, 200 W. Washington Street, 15th Floor, Phoenix, AZ 85003.

At the preconstruction conference, the Contractor shall submit a schedule which will indicate each trainee's name, social security number, sex, race/ethnicity, the program in which the trainee is enrolled, the approximate number of hours each trainee will be trained in each phase of the work, the crafts to which the trainees belong and the estimated period of time that they will be employed as trainees. A supplemental schedule shall be submitted to the Engineer when a revision in the original schedule is necessary. At the time each trainee is scheduled to begin work, the Contractor shall submit to the Engineer each trainee's name, social security number, sex, and race/ethnicity. The Contractor must also submit proof that the trainee is enrolled in an approved training program.

At the conclusion of the project or at the end of each calendar year for multi-year projects, the Contractor must submit to the City of Phoenix Equal Opportunity Department (via the Engineer), the same information described hereinbefore for each trainee that worked on the project. Additionally, the Contractor must indicate if the trainee graduated from the program, was terminated due to cause, or was transferred to another project to continue his/her training.

If, at the preconstruction conference, the Contractor does not provide a schedule containing the specified information, the Engineer will notify the Contractor of the infraction. Failure to provide the schedule within 15 calendar days from the date of notification shall be considered as willful non-compliance. The Engineer will cause to be withheld from the Contractor's monthly payments additional retainage in the amounts specified below. The amount withheld from the monthly payment shall be held until an acceptable schedule or supplemental schedule has been submitted.

The Engineer will monitor the use of trainees based on the Contractor's schedule, supplemental schedules, and weekly training report. If the use of trainees is not in conformance with the schedule or supplemental information, the Engineer will cause to be withheld from the Contractor's monthly payments additional retainage in the amounts specified below. Conformance with the schedule will be considered acceptable when the cumulative number of trainee hours earned to date under the bid item, PROVIDE ON THE JOB TRAINING is at least 90 percent of that shown on the schedule, for the work performed to date.

ADDITIONAL RETAINAGE

First and Second monthly payments following infraction: \$1,000.00 each month

Third monthly payment and thereafter: \$5,000.00 each month

The amount withheld from the monthly payment shall be held until an acceptable schedule or supplemental schedule has been submitted and until conformance with the schedule has been determined.

If, at the completion of the contract, the City is holding additional retainage in accordance with this specification, the retainage will become the property of the City, not as penalty but as liquidated damages.

NOTICE OF REQUIREMENT FOR AFFIRMATIVE ACTION:

The Contractor shall complete the "**Information Furnished Pursuant to the NOTICE OF REQUIREMENT FOR AFFIRMATIVE ACTION TO ENSURE EQUAL EMPLOYMENT OPPORTUNITY (EXECUTIVE ORDER 11246)**" form (copy included in this Federal Requirement section of these Special Provisions), and submit it to the Engineer at the pre-construction meeting. This form will be filed with the U.S. Department of Labor by the City of Phoenix.

NOTICE OF REQUIREMENT FOR CARGO ACT OF 1954:

The Federal Highway Administration (FHWA) in partnership with the Federal Maritime Administration has mandated the implementation of 46 CFR 381 making the requirements of the Cargo Preference Act (CPA) applicable to the Federal Aid Highway Program.

The requirements apply to items transported by ocean vessel.

The requirements of 46 CFR 381 apply to materials or equipment acquired for a specific federal-aid highway project. In general, the requirements are not applicable to goods or materials that come from inventories independent of FHWA-funded contracts.

Information related to the CPA is presented in “Cargo Preference Requirements – Questions and Answers” available from the FHWA at <https://www.fhwa.dot.gov/construction/cgit/cargo/qa.cfm>.

The Contractor shall comply with the requirements of the Cargo Preference Act 46 CFR 381.7(a)-(b). By executing a construction contract for this project, the Contractor agrees:

1. To utilize privately owned United States-flag commercial vessels to ship at least 50 percent of the gross tonnage (computed separately for dry bulk carriers, dry cargo liners, and tankers) involved, whenever shipping any equipment, material or commodities pursuant to this contract, to the extent such vessels are available at fair and reasonable rates for United States-flag commercial vessels.
2. To furnish within 20 days following the date of loading for shipments originating within the United States or within 30 working days following the date of loading for shipments originating outside the United States, a legible copy of a rated, ‘on-board’ commercial ocean bill-of-lading in English for each shipment of cargo described in the paragraph above to both the Engineer and to the Division of National Cargo, Office of Market Development, Maritime Administration, Washington, DC 20590.
3. To insert the substance of the provisions of this clause in all subcontracts issued pursuant to this contract.

INFORMATION FURNISHED PURSUANT TO THE NOTICE OF
REQUIREMENT FOR AFFIRMATIVE ACTION TO ENSURE
EQUAL EMPLOYMENT OPPORTUNITY (EXECUTIVE ORDER
11246)

Set Forth in Paragraph 3 in Federal Register,
Vol. 43, No. 68

Contract in Excess of \$10,000

CITY OF PHOENIX PROJECT NO:

FEDERAL AID NO.:

ADOT TRACS NO.:

PROJECT DESCRIPTION:

LOCATION:

Contractor Identification Number (as used on U.S. Treasury Department Form 941): Name

and Address of Contractor:

Telephone Number:

Amount of Contract:

Estimated Starting Date:

Estimated Completion Date:

Geographical Area:

State of Arizona

(County)

(City)

STANDARD FEDERAL EQUAL EMPLOYMENT OPPORTUNITY
CONSTRUCTION CONTRACT SPECIFICATIONS
EXECUTIVE ORDER 11246, July 1, 1978 (Revised November 3, 1980)

1. As used in these specifications:
 - a. "Covered area" means the geographical area described in the solicitation from which this contract resulted;
 - b. "Director" means Director, Office of Federal Contract Compliance Programs, United States Department of Labor, or any person to whom the Director delegates authority;
 - c. "Employer Identification number" means the Federal Social Security number used on the Employer's Quarterly Federal Tax Return, U.S. Treasury Department Form 941.
 - d. "Minority" includes:
 - (i) Black (all persons having origins in any of the Black African racial groups not of Hispanic origin);
 - (ii) Hispanic (all persons of Mexican, Puerto Rican, Cuban, Central of South American or other Spanish Culture or origin, regardless of race);
 - (iii) Asian and Pacific Islander (all persons having origins in any of the original peoples of the Far East, Southeast Asia, the Indian Subcontinent, or the Pacific Islands); and
 - (iv) American Indian or Alaskan Native (all persons having origins in any of the original peoples of North America and maintaining identifiable tribal affiliations through membership and participation or community identification).
2. Whenever the Contractor, or any Subcontractor at any tier, subcontracts a portion of the work involving any construction trade, it shall physically include in each subcontract in excess of \$10,000 the provisions of these specifications and the Notice which contains the applicable goals for minority and female participation and which is set forth in the solicitations from which this contract resulted.
3. If the Contractor is participating (pursuant to 41 CFR 60-4.5) in a Hometown Plan approved by the U.S. Department of Labor in the covered area either individually or through an association, its affirmative action obligations on all work in the Plan area (including goals and timetables) shall be in accordance with that Plan for those trades which have unions participating in the Plan. Contractors must be able to demonstrate their participation in and compliance with the provisions of any such Hometown Plan. Each Contractor or Subcontractor participating in an approved Plan is individually required to comply with its obligations under the EEO clause, and to make a good faith effort to achieve each goal under the Plan in each trade in which it has employees. The overall good faith performance by other Contractors or Subcontractors toward a goal in an approved Plan does not excuse any covered Contractor's or Subcontractor's failure to take good faith efforts to achieve the Plan goals and timetable.
4. The Contractor shall implement the specific affirmative action standards

provided in paragraphs 7 a through p of these specifications. The goals set forth in the solicitation from which this contract resulted are expressed as percentages of the total hours of employment and training of minority and female utilization the Contractor should reasonably be able to achieve in each construction trade in which it has employees in the covered area.

5. Neither the provisions of any collective bargaining agreement, nor the failure by a union with whom the Contractor has a collective bargaining agreement, to refer either minorities or women shall excuse the Contractor's obligations under these specifications. Executive Order 11246, or the regulations promulgated pursuant thereto.

6. In order for the non-working training hours of apprentices and trainees to be counted in meeting the goals, such apprentices and trainees must be employed by the Contractor during the training period, and the Contractor must have made a commitment to employ the apprentices and trainees at the completion of their training, subject to the availability of employment opportunities. Trainees must be trained pursuant to training programs approved by the U.S. Department of Labor.

7. The Contractor shall take specific affirmative actions to ensure equal employment opportunity. The evaluation of the Contractor's compliance with these specifications shall be based upon its effort to achieve maximum results from its actions. The Contractor shall document these efforts fully and shall implement affirmative action steps at least as extensive as the following:

- a. Ensure and maintain a working environment free of harassment, intimidation and coercion at all sites, and in all facilities at which the Contractor's employees are assigned to work. The Contractor, where possible will assign two or more women to each construction project. The Contractor shall specifically ensure that all foremen, superintendents and other on-site supervisory personnel are aware of and carry out the Contractor's obligation to maintain such a working environment, with specific attention to minority or female individuals working at such sites or in such facilities.

- b. Establish and maintain a current list of minority and female recruitment sources, provide written notification to minority and female recruitment sources and to community organizations when the Contractor or its unions have employment opportunities available, and maintain a record of the organizations' responses.

- c. Maintain a current file of the names, addresses and telephone numbers of each minority and female off-the-street applicant and minority or female referral from a union, a recruitment source or community organization and of what action was taken with respect to each such individual. If such individual was sent to the union hiring hall for referral and was not referred back to the

Contractor by the union or, if referred, not employed by the Contractor, this shall be documented in the file with the reason hereof, along with whatever additional actions the Contractor may have taken.

- d. Provide immediate written notification to the Director when the union or unions with which the Contractor has a collective bargaining agreement has not referred to the Contractor a minority person or woman sent by the Contractor, or when the Contractor has other information that the union referral process has impeded the Contractor's efforts to meet its obligations.

- e. Develop on-the-job training opportunities and/or participate in training opportunities and/or participate in training programs for the area which expressly include minorities and women, including upgrading programs and apprenticeship and trainee programs relevant to the Contractor's employment needs, especially those programs funded or approved by the Department of Labor. The Contractor shall provide notice of these programs to the sources compiled under 7b above.

- f. Disseminate the Contractor's EEO policy by providing notice of the policy to unions and training programs and requesting their cooperation in assisting the Contractor in meeting its EEO obligations; by including it in any policy manual and collective bargaining agreement; by publicizing it in the company newspaper, annual report, etc; by specific review of the policy with all management personnel and with all minority and female employees at least once a year, and by posting the company EEO policy on bulletin boards accessible to all employees at each location where construction work is performed.

- g. Review, at least annually, the company's EEO policy and affirmative action obligations under these specifications with all employees having any responsibility for hiring, assignment, layoff, termination or other employment decisions, including specific review of these items with onsite supervisory personnel such as Superintendents, General Foremen, etc., prior to the initiation of construction work at any job site. A written record shall be made and maintained identifying the time and place of these meetings, persons attending, subject matter discussed and disposition of the subject matter.

- h. Disseminate the Contractor's EEO policy externally by including it in any advertising in the news media, specifically including minority and female news media, and providing written notification to and discussing the Contractor's EEO policy with other Contractors and Subcontractors with whom the Contractor does or anticipates doing business.

- i. Direct its recruitment efforts, both oral and written to minority, female and community organizations, to schools with minority and female students and to minority and female recruitment and training

organizations serving the Contractor's recruitment area and employment needs. Not later than one month prior to the date for the acceptance of applications for apprenticeship or other training by any recruitment source, the Contractor shall send written notification to organizations such as the above, describing the openings, screening procedures, and tests to be used in the selection process.

j. Encourage present minority and female employees to recruit other minority persons and women and, where reasonable, provide after school, summer and vacation employment to minority and female youth both on the site and in other areas of a Contractor's workforce.

k. Validate all tests and other selection requirements where there is an obligation to do so under 41 CFR Part 60-3.

l. Conduct, at least annually, an inventory and evaluation of all minority and female personnel for promotional opportunities and encourage these employees to seek or to prepare for, through appropriate training, etc., such opportunities.

m. Ensure that seniority practices, job classifications, work assignments and other personnel practices, do not have a discriminatory effect by continually monitoring all personnel and employment related activities to ensure that the EEO policy and the Contractor's obligation under these specifications are being carried out.

n. Ensure that all facilities and company activities are non-segregated except that separate or single-user toilet and necessary changing facilities shall be provided to assure privacy between the sexes.

o. Document and maintain a record of all solicitations of offers for subcontracts from minority and female construction contractors and suppliers, including circulation of solicitations to minority and female contractor associations and other business associations.

p. Conduct a review, at least annually, of all supervisors; adherence to and performance under the Contractor's EEO policies and affirmative action obligations.

8. Contractors are encouraged to participate in voluntary associations which assist in fulfilling one or more of their affirmative action obligations (7a through p). The efforts of a contractor association, joint contractor-union, contractor-community, or other similar group of which the contractor is a member and participant, may be asserted as fulfilling any one or more of its obligations under 7a through p of these Specifications provided that the contractor actively participates in the group, makes every effort to assure that the group has a positive impact on the employment of minorities and women in the industry, ensures that the concrete benefits of the program are reflected in the Contractor's minority and female workforce participation, makes a good faith effort to meet its individual goals and timetables, and can provide access to documentation which demonstrates the effectiveness of actions taken on behalf of the Contractor. The obligation to comply, however, is the Contractor's and failure of such a group to fulfill an obligation shall not be a

defense for the Contractor's noncompliance.

9. A single goal for minorities and a separate single goal for women have been established. The Contractor, however, is required to provide equal employment opportunity and to take affirmative action for all minority groups, both male and female, and all women, both minority and non-minority. Consequently, the Contractor may be in violation of the Executive Order if a particular group is employed in a substantially disparate manner (for example, even though the Contractor has achieved its goals for women generally, the Contractor may be in violation of the Executive Order if a specific minority group of women is underutilized).

10. The Contractor shall not use the goals and timetables of affirmative action standards to discriminate against any person because of race, color, religion, sex, or national origin.

11. The Contractor shall not enter into any Subcontract with any person or firm debarred from Government contracts pursuant to Executive Order 11246.

12. The Contractor shall carry out such sanctions and penalties for violation of these specifications and of the Equal Opportunity Clause, including suspension, termination and cancellation of existing subcontracts as may be imposed or ordered pursuant to Executive Order 11246, as amended, and its implementing regulations, by the Office of Federal Contract Compliance Programs. Any Contractor who fails to carry out such sanctions and penalties shall be in violation of these specifications and Executive Order 11246, as amended.

13. The Contractor, in fulfilling its obligations under these specifications, shall implement specific affirmative action steps, at least as extensive as those standards prescribed in paragraph 7 of these specifications, so as to achieve maximum results from its efforts to ensure equal employment opportunity. If the Contractor fails to comply with the requirements of the Executive Order, the implementing regulations, or these specifications, the Director shall proceed in accordance with 41 CFR 60-4.8.

14. The Contractor shall designate a responsible official to monitor all employment related activity to ensure that the company EEO policy is being carried out, to submit reports relating to the provisions hereof as may be required by the Government and to keep records. Records shall at least include for each employee the name, address, telephone numbers, construction trade, union affiliation if any, employee identification number when assigned, social security number, race, sex, status (e.g., mechanic, apprentice, trainee, helper, or laborer), dates of changes in status, hours worked per week in the indicated trade, rate of pay, and locations at which the work was performed. Records shall be maintained in an easily understandable and retrievable form; however, to the degree that existing records satisfy this requirement, contractors shall not be required to maintain separate records.

15. Nothing herein provided shall be construed as a limitation upon the application of other laws which establish different standards of compliance or upon the

application of requirements for the hiring of local or other area residents (e.g., those under the Public Works Employment Act of 1977 and the Community Development Block Grant Program).

**NOTICE OF REQUIREMENTS FOR AFFIRMATIVE ACTION
TO ENSURE EQUAL EMPLOYMENT OPPORTUNITY
(EXECUTIVE ORDER 11246)**

JULY 1, 1978 (Revised November 3, 1980)

(Revised April 15, 1981)

1. The bidder's attention is called to the "Equal Opportunity Clause" and the "Standard Federal Equal Employment Specifications" set forth herein.
2. The goals and timetables for minority and female participation, expressed in percentage terms for the Contractor's aggregate work force in each trade on all construction work in the covered area, are as follows:

	<u>Minority</u>	<u>Female</u>
Tucson and balance of Pima County Cochise, Graham, Greenlee and Santa Cruz Counties	24.1 27.0	6.9 6.9
Phoenix and balance of Maricopa County Apache, Coconino, Gila, Mohave, Navajo, Pinal, Yavapai and Yuma Counties	15.8 19.6	6.9 6.9

These goals are applicable to all the Contractor's construction work (whether or not it is Federal or federally assisted) performed in all areas where he has Federal or federally assisted work.

The Contractor's compliance with the Executive Order and the regulations in 41 CFR Part 60-4 shall be based on its implementation of the Equal Opportunity Clause, specific affirmative action obligations required by the specifications set forth in 41 CFR 60-4.3 (a), and its effort to meet the goals. The hours of minority and female employment and training must be substantially uniform throughout the length of the contract, and in each trade, and the contractor shall make a good faith effort to employ minorities and women evenly on each of its projects. The transfer of minority or female employees or trainees from Contractor to Contractor or from project to project for the sole purpose of meeting the Contractor's goals shall be a violation of the contract, the Executive Order and the regulations in 41 CFR Part 60-4. Compliance with the goals will be measured against the total work hours performed.

FEDERAL-AID PROPOSAL NOTICES

NOTICES TO PROSPECTIVE FEDERAL-AID CONSTRUCTION CONTRACTORS

1. CERTIFICATION OF NONSEGREGATED FACILITIES

- a. A certification of Nonsegregated Facilities, as required by the May 9, 1967, Order of the Secretary of Labor (32 F.R. 7439, May 19, 1967) on Elimination of Segregated Facilities (is included in the proposal and must be submitted prior to the award of a Federal-aid highway construction contract exceeding \$10,000 which is not exempt from the provisions of the Equal Opportunity clause).
- b. Bidders are cautioned as follows: By signing this bid, the bidder will be deemed to have signed and agreed to the provisions of the "Certification of Nonsegregated Facilities" in this proposal. This certification provides that the bidder does not maintain or provide for his employee facilities which are segregated on a basis of race, creed, color, or national origin, whether such facilities are segregated by directive or on a de facto basis. The certification also provides that the bidder will not maintain such segregated facilities.
- c. Bidders receiving Federal-aid highway construction contract awards exceeding \$10,000 which are not exempt from the provisions of the Equal Opportunity clause, will be required to provide for the forwarding of the following notice to prospective subcontractors for construction contracts and material suppliers where the subcontracts or materials supply agreements exceed \$10,000 and are not exempt from the provisions of the Equal Opportunity clause.

2. NOTICE TO PROSPECTIVE SUBCONTRACTORS AND MATERIAL SUPPLIERS OF REQUIREMENT FOR CERTIFICATION OF NONSEGREGATED FACILITIES

- a. A Certification of Nonsegregated Facilities as required by the May 9, 1967, Order of the Secretary of Labor (32 F.R. 7439, May 19, 1967) on Elimination of Segregated Facilities, which is included in the proposal, or attached hereto, must be submitted by each subcontractor and material supplier prior to the award of the subcontract or consummation of a material supply agreement if such subcontract or agreement exceeds \$10,000 and is not exempt from the provisions of the Equal Opportunity clauses.

- b. Subcontractors and material suppliers are cautioned as follows: By signing the subcontract or entering into a material supply agreement, the subcontractor or material supplier will be deemed to have signed and agreed to the provisions of the "Certification of Nonsegregated Facilities" in the subcontract or material supply agreement. This certification provides that the subcontractor or material supplier does not maintain or provide for his employees facilities which are segregated on the basis of race, creed, color, or national origin, whether such facilities are segregated by directive or on a de facto basis. The certification also provides that the subcontractor or material supplier will not maintain such segregated facilities.

- c. Subcontractors or material suppliers receiving subcontract awards or material supply agreements exceeding \$10,000 which are not exempt from the provisions of the Equal Opportunity clause will be required to provide for the forwarding of this notice to prospective subcontractors for construction contracts and materials suppliers where the subcontracts or material supply agreements exceed \$10,000 and are not exempt from the provisions of the Equal Opportunity clause.

3. IMPLEMENTATION OF CLEAN AIR ACT AND FEDERAL WATER POLLUTION CONTROL ACT

By signing this bid, the bidder will be deemed to have stipulated as follows:

- a. That any facility to be utilized in the performance of this contract, unless such contract, unless such contract is exempt under the Clean Air Act, as amended (42 U.S.C. 1957 et seq., as amended by Pub. L. 91-604), and under the Federal Water Pollution Control Act, as amended (33 U.S.C. 1251 et seq., as amended by Pub. L. 92-500), Executive Order 11738, and regulations in implementation thereof (40 CFR, Part 15), is not listed on the U.S. Environmental Protection 40 CFR 15.20.
- b. That the State highway department shall be promptly notified prior to contract award of the receipt by the bidder of any communication from the Director, Office of Federal Activities, EPA, indicating that a facility to be utilized for the contract is under consideration to be listed on the EPA List of Violating Facilities.

US Dept. of Labor Regulations, Part 3 —

Title 29: Labor

PART 3—CONTRACTORS AND SUBCONTRACTORS ON PUBLIC BUILDING OR PUBLIC WORK FINANCED IN WHOLE OR IN PART BY LOANS OR GRANTS FROM THE UNITED STATES

Section Contents

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Authority: R.S. 161, sec. 2, 48 Stat. 848; Reorg. Plan No. 14 of 1950, 64 Stat. 1267; 5 U.S.C. 301; 40 U.S.C. 3145; Secretary's Order 01–2008; and Employment Standards Order No. 2001–01.

Source: 29 FR 97, Jan. 4, 1964, unless otherwise noted.

§ 3.1 Purpose and scope.

This part prescribes “anti-kickback” regulations under section 2 of the Act of June 13, 1934, as amended (40 U.S.C. 276c), popularly known as the Copeland Act. This part applies to any contract which is subject to Federal wage standards and which is for the construction, prosecution, completion, or repair of public buildings, public works or buildings or works financed in whole or in part by loans or grants from the United States. The part is intended to aid in the enforcement of the minimum wage provisions of the Davis-Bacon Act and the various statutes dealing with federally assisted construction that contain similar minimum wage provisions, including those provisions which are not subject to Reorganization Plan No. 14 (e.g., the College Housing Act of 1950, the Federal Water Pollution Control Act, and the Housing Act of 1959), and in the enforcement of the overtime provisions of the Contract Work Hours Standards Act whenever they are applicable to construction work. The part details the obligation of contractors and subcontractors relative to the weekly submission of statements regarding the wages paid on work covered thereby; sets forth the circumstances and procedures governing the making of payroll deductions from the wages of those employed on such work; and delineates the methods of payment permissible on such work.

§ 3.2 Definitions.

As used in the regulations in this part:

(a) The terms *building* or *work* generally include construction activity as distinguished from manufacturing, furnishing of materials, or servicing and maintenance work. The terms include, without limitation, buildings, structures, and improvements of all types, such as bridges, dams, plants, highways, parkways, streets, subways, tunnels, sewers, mains, powerlines, pumping stations, railways, airports, terminals, docks, piers, wharves, ways, lighthouses, buoys, jetties, breakwaters, levees, and canals; dredging, shoring, scaffolding, drilling, blasting, excavating, clearing, and landscaping. Unless conducted in connection with and at the site of such a building or work as is described in the foregoing sentence, the manufacture or furnishing of materials, articles, supplies, or equipment (whether or not a Federal or State agency acquires title to such materials, articles, supplies, or equipment during the course of the manufacture or furnishing, or owns the materials from which they are manufactured or furnished) is not a *building* or *work* within the meaning of the regulations in this part.

(b) The terms *construction*, *prosecution*, *completion*, or *repair* mean all types of work done on a particular building or work at the site thereof, including, without limitation, altering, remodeling, painting and decorating, the transporting of materials and supplies to or from the building or work by the employees of the construction contractor or construction subcontractor, and the manufacturing or furnishing of materials, articles, supplies, or equipment on the site of the building or work, by persons employed at the site by the contractor or subcontractor.

(c) The terms *public building* or *public work* include building or work for whose construction, prosecution, completion, or repair, as defined above, a Federal agency is a contracting party, regardless of whether title thereof is in a Federal agency.

(d) The term *building or work financed in whole or in part by loans or grants from the United States* includes building or work for whose construction, prosecution, completion, or repair, as defined above, payment or part payment is made directly or indirectly from funds provided by loans or grants by a Federal agency. The term includes building or work for which the Federal assistance granted is in the form of loan guarantees or insurance.

(e) Every person paid by a contractor or subcontractor in any manner for his labor in the construction, prosecution, completion, or repair of a public building or public work or building or work financed in whole or in part by loans or grants from the United States is *employed* and receiving *wages*, regardless of any contractual relationship alleged to exist between him and the real employer.

(f) The term *any affiliated person* includes a spouse, child, parent, or other close relative of the contractor or subcontractor; a partner or officer of the contractor or subcontractor; a corporation closely connected with the contractor or subcontractor as parent, subsidiary, or otherwise, and an officer or agent of such corporation.

(g) The term *Federal agency* means the United States, the District of Columbia, and all executive departments, independent establishments, administrative agencies, and instrumentalities of the United States and of the District of Columbia, including corporations, all or substantially all of the stock of which is beneficially owned by the United States, by the District of Columbia, or any of the foregoing departments, establishments, agencies, and instrumentalities.

[29 FR 97, Jan. 4, 1964, as amended at 38 FR 32575, Nov. 27, 1973]

§ 3.3 Weekly statement with respect to payment of wages.

(a) As used in this section, the term *employee* shall not apply to persons in classifications higher than that of laborer or mechanic and those who are the immediate supervisors of such employees.

(b) Each contractor or subcontractor engaged in the construction, prosecution, completion, or repair of any public building or public work, or building or work financed in whole or in part by loans or grants from the United States, shall furnish each week a statement with respect to the wages paid each of its employees engaged on work covered by this part 3 and part 5 of this title during the preceding weekly payroll period. This statement shall be executed by the contractor or subcontractor or by an authorized officer or employee of the contractor or subcontractor who supervises the payment of wages, and shall be on the back of Form WH 347, "Payroll (For Contractors Optional Use)" or on any form with identical wording. Copies of Form WH 347 may be obtained from the Government contracting or sponsoring agency or from the Wage and Hour Division Web site at <http://www.dol.gov/esa/whd/forms/wh347instr.htm> or its successor site.

(c) The requirements of this section shall not apply to any contract of \$2,000 or less.

(d) Upon a written finding by the head of a Federal agency, the Secretary of Labor may provide reasonable limitations, variations, tolerances, and exemptions from the requirements of this section subject to such conditions as the Secretary of Labor may specify.

[29 FR 97, Jan. 4, 1964, as amended at 33 FR 10186, July 17, 1968; 47 FR 23679, May 28, 1982; 73 FR 77511, Dec. 19, 2008]

§ 3.4 Submission of weekly statements and the preservation and inspection of weekly payroll records.

(a) Each weekly statement required under §3.3 shall be delivered by the contractor or subcontractor, within seven days after the regular payment date of the payroll period, to a representative of a Federal or State agency in charge at the site of the building or work, or, if there is no representative of a Federal or State agency at the site of the building or work, the statement shall be mailed by the contractor or subcontractor, within such time, to a Federal or State agency contracting for or financing the building or work. After such examination and check as may be made, such statement, or a copy thereof, shall be kept available, or shall be transmitted together with a report of any violation, in accordance with applicable procedures prescribed by the United States Department of Labor.

(b) Each contractor or subcontractor shall preserve his weekly payroll records for a period of three years from date of completion of the contract. The payroll records shall set out accurately and completely the name and address of each laborer and mechanic, his correct classification, rate of pay, daily and weekly number of hours worked, deductions made, and actual wages paid. Such payroll records shall be made available at all times for inspection by the contracting officer or his authorized representative, and by authorized representatives of the Department of Labor.

(Reporting and recordkeeping requirements in paragraph (b) have been approved by the Office of Management and Budget under control number 1215-0017)

[29 FR 97, Jan. 4, 1964, as amended at 47 FR 145, Jan. 5, 1982]

§ 3.5 Payroll deductions permissible without application to or approval of the Secretary of Labor.

Deductions made under the circumstances or in the situations described in the paragraphs of this section may be made without application to and approval of the Secretary of Labor:

- (a) Any deduction made in compliance with the requirements of Federal, State, or local law, such as Federal or State withholding income taxes and Federal social security taxes.
- (b) Any deduction of sums previously paid to the employee as a bona fide prepayment of wages when such prepayment is made without discount or interest. A *bona fide prepayment of wages* is considered to have been made only when cash or its equivalent has been advanced to the person employed in such manner as to give him complete freedom of disposition of the advanced funds.
- (c) Any deduction of amounts required by court process to be paid to another, unless the deduction is in favor of the contractor, subcontractor, or any affiliated person, or when collusion or collaboration exists.
- (d) Any deduction constituting a contribution on behalf of the person employed to funds established by the employer or representatives of employees, or both, for the purpose of providing either from principal or income, or both, medical or hospital care, pensions or annuities on retirement, death benefits, compensation for injuries, illness, accidents, sickness, or disability, or for insurance to provide any of the foregoing, or unemployment benefits, vacation pay, savings accounts, or similar payments for the benefit of employees, their families and dependents: *Provided, however,* That the following standards are met:
 - (1) The deduction is not otherwise prohibited by law;
 - (2) It is either:
 - (i) Voluntarily consented to by the employee in writing and in advance of the period in which the work is to be done and such consent is not a condition either for the obtaining of or for the continuation of employment, or
 - (ii) provided for in a bona fide collective bargaining agreement between the contractor or subcontractor and representatives of its employees;
 - (3) No profit or other benefit is otherwise obtained, directly or indirectly, by the contractor or subcontractor or any affiliated person in the form of commission, dividend, or otherwise; and
 - (4) The deductions shall serve the convenience and interest of the employee.
- (e) Any deduction contributing toward the purchase of United States Defense Stamps and Bonds when voluntarily authorized by the employee.
- (f) Any deduction requested by the employee to enable him to repay loans to or to purchase shares in credit unions organized and operated in accordance with Federal and State credit union statutes.

(g) Any deduction voluntarily authorized by the employee for the making of contributions to governmental or quasi-governmental agencies, such as the American Red Cross.

(h) Any deduction voluntarily authorized by the employee for the making of contributions to Community Chests, United Givers Funds, and similar charitable organizations.

(i) Any deductions to pay regular union initiation fees and membership dues, not including fines or special assessments: *Provided, however,* That a collective bargaining agreement between the contractor or subcontractor and representatives of its employees provides for such deductions and the deductions are not otherwise prohibited by law.

(j) Any deduction not more than for the "reasonable cost" of board, lodging, or other facilities meeting the requirements of section 3(m) of the Fair Labor Standards Act of 1938, as amended, and part 531 of this title. When such a deduction is made the additional records required under §516.25(a) of this title shall be kept.

(k) Any deduction for the cost of safety equipment of nominal value purchased by the employee as his own property for his personal protection in his work, such as safety shoes, safety glasses, safety gloves, and hard hats, if such equipment is not required by law to be furnished by the employer, if such deduction is not violative of the Fair Labor Standards Act or prohibited by other law, if the cost on which the deduction is based does not exceed the actual cost to the employer where the equipment is purchased from him and does not include any direct or indirect monetary return to the employer where the equipment is purchased from a third person, and if the deduction is either

(1) Voluntarily consented to by the employee in writing and in advance of the period in which the work is to be done and such consent is not a condition either for the obtaining of employment or its continuance; or

(2) Provided for in a bona fide collective bargaining agreement between the contractor or subcontractor and representatives of its employees.

[29 FR 97, Jan. 4, 1964, as amended at 36 FR 9770, May 28, 1971]

§ 3.6 Payroll deductions permissible with the approval of the Secretary of Labor.

Any contractor or subcontractor may apply to the Secretary of Labor for permission to make any deduction not permitted under §3.5. The Secretary may grant permission whenever he finds that:

(a) The contractor, subcontractor, or any affiliated person does not make a profit or benefit directly or indirectly from the deduction either in the form of a commission, dividend, or otherwise;

(b) The deduction is not otherwise prohibited by law;

(c) The deduction is either (1) voluntarily consented to by the employee in writing and in advance of the period in which the work is to be done and such consent is not a condition either for the obtaining of employment or its continuance, or (2) provided for in a bona fide collective bargaining agreement between the contractor or subcontractor and representatives of its employees; and

(d) The deduction serves the convenience and interest of the employee.

§ 3.7 Applications for the approval of the Secretary of Labor.

Any application for the making of payroll deductions under §3.6 shall comply with the requirements prescribed in the following paragraphs of this section:

(a) The application shall be in writing and shall be addressed to the Secretary of Labor.

(b) The application need not identify the contract or contracts under which the work in question is to be performed. Permission will be given for deductions on all current and future contracts of the applicant for a period of 1 year. A renewal of permission to make such payroll deduction will be granted upon the submission of an application which makes reference to the original application, recites the date of the Secretary of Labor's approval of such deductions, states affirmatively that there is continued compliance with the standards set forth in the provisions of §3.6, and specifies any conditions which have changed in regard to the payroll deductions.

(c) The application shall state affirmatively that there is compliance with the standards set forth in the provisions of §3.6. The affirmation shall be accompanied by a full statement of the facts indicating such compliance.

(d) The application shall include a description of the proposed deduction, the purpose to be served thereby, and the classes of laborers or mechanics from whose wages the proposed deduction would be made.

(e) The application shall state the name and business of any third person to whom any funds obtained from the proposed deductions are to be transmitted and the affiliation of such person, if any, with the applicant.

[29 FR 97, Jan. 4, 1964, as amended at 36 FR 9771, May 28, 1971]

§ 3.8 Action by the Secretary of Labor upon applications.

The Secretary of Labor shall decide whether or not the requested deduction is permissible under provisions of §3.6; and shall notify the applicant in writing of his decision.

§ 3.9 Prohibited payroll deductions.

Deductions not elsewhere provided for by this part and which are not found to be permissible under §3.6 are prohibited.

§ 3.10 Methods of payment of wages.

The payment of wages shall be by cash, negotiable instruments payable on demand, or the additional forms of compensation for which deductions are permissible under this part. No other methods of payment shall be recognized on work subject to the Copeland Act.

§ 3.11 Regulations part of contract.

All contracts made with respect to the construction, prosecution, completion, or repair of any public building or public work or building or work financed in whole or in part by loans or grants from the United States covered by the regulations in this part shall expressly bind the contractor or subcontractor to comply with such of the regulations in this part as may be applicable. In this regard, see §5.5(a) of this subtitle.

US Dept. of Labor Regulations, Part 5 —

Title 29: Labor

PART 5—LABOR STANDARDS PROVISIONS APPLICABLE TO CONTRACTS COVERING FEDERALLY FINANCED AND ASSISTED CONSTRUCTION (ALSO LABOR STANDARDS PROVISIONS APPLICABLE TO NONCONSTRUCTION CONTRACTS SUBJECT TO THE CONTRACT WORK HOURS AND SAFETY STANDARDS ACT)

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Authority: 5 U.S.C. 301; R.S. 161, 64 Stat. 1267; Reorganization Plan No. 14 of 1950, 5 U.S.C. appendix; 40 U.S.C. 3141 *et seq.* ; 40 U.S.C. 3145; 40 U.S.C. 3148; 40 U.S.C. 3701 *et seq.* ; and the laws listed in 5.1(a) of this part; Secretary's Order 01–2008; and Employment Standards Order No. 2001–01.

Source: 48 FR 19541, Apr. 29, 1983, unless otherwise noted.

Subpart A—Davis-Bacon and Related Acts Provisions and Procedures

Source: 48 FR 19540, Apr. 29, 1983, unless otherwise noted.

Editorial Note: Nomenclature changes to subpart A appear at 61 FR 19984, May 3, 1996.

§ 5.1 Purpose and scope.

(a) The regulations contained in this part are promulgated under the authority conferred upon the Secretary of Labor by Reorganization Plan No. 14 of 1950 and the Copeland Act in order to coordinate the administration and enforcement of the labor standards provisions of each of the following acts by the Federal agencies responsible for their administration and of such additional statutes as may from time to time confer upon the Secretary of Labor additional duties and responsibilities similar to those conferred upon the Secretary of Labor under Reorganization Plan No. 14 of 1950:

1. The Davis-Bacon Act (sec. 1–7, 46 Stat. 1949, as amended; Pub. L. 74–403, 40 U.S.C. 276a–276a–7).
2. Copeland Act (40 U.S.C. 276c).
3. The Contract Work Hours and Safety Standards Act (40 U.S.C. 327–332).
4. National Housing Act (sec. 212 added to c. 847, 48 Stat. 1246, by sec. 14, 53 Stat. 807; 12 U.S.C. 1715c and repeatedly amended).
5. Housing Act of 1950 (college housing) (amended by Housing Act of 1959 to add labor provisions, 73 Stat. 681; 12 U.S.C. 1749a(f)).
6. Housing Act of 1959 (sec. 401(f) of the Housing Act of 1950 as amended by Pub. L. 86–372, 73 Stat. 681; 12 U.S.C. 1701q(c)(3)).
7. Commercial Fisheries Research and Development Act of 1964 (sec. 7, 78 Stat. 199; 16 U.S.C. 779e(b)).
8. Library Services and Construction Act (sec. 7(a), 78 Stat. 13; 20 U.S.C. 355c(a)(4), as amended).
9. National Technical Institute for the Deaf Act (sec. 5(b)(5), 79 Stat. 126; 20 U.S.C. 684(b)(5)).
10. National Foundation on the Arts and Humanities Act of 1965 (sec. 5(k), 79 Stat. 846 as amended; 20 U.S.C. 954(j)).
11. Elementary and Secondary Education Act of 1965 as amended by Elementary and Secondary and other Education Amendments of 1969 (sec. 423 as added by Pub. L. 91–230, title IV, sec. 401(a)(10), 84 Stat. 169, and renumbered sec. 433, by Pub. L. 92–318; title III, sec. 301(a)(1), 86 Stat. 326; 20 U.S.C. 1232(b)). Under the amendment coverage is extended to all programs administered by the Commissioner of Education.
12. The Federal-Aid Highway Acts (72 Stat. 895, as amended by 82 Stat. 821; 23 U.S.C. 113, as amended by the Surface Transportation Assistance Act of 1982, Pub. L. 97–424).
13. Indian Self-Determination and Education Assistance Act (sec. 7, 88 Stat. 2205; 25 U.S.C. 450e).
14. Indian Health Care Improvement Act (sec. 303(b), 90 Stat. 1407; 25 U.S.C. 1633(b)).
15. Rehabilitation Act of 1973 (sec. 306(b)(5) 87 Stat. 384, 29 U.S.C. 776(b)(5)).

16. Comprehensive Employment and Training Act of 1973 (sec. 606, 87 Stat. 880, renumbered sec. 706 by 88 Stat. 1845; 29 U.S.C. 986; also sec. 604, 88 Stat. 1846; 29 U.S.C. 964(b)(3)).
17. State and Local Fiscal Assistance Act of 1972 (sec. 123(a)(6), 86 Stat. 933; 31 U.S.C. 1246(a)(6)).
18. Federal Water Pollution Control Act (sec. 513 of sec. 2, 86 Stat. 894; 33 U.S.C. 1372).
19. Veterans Nursing Home Care Act of 1964 (78 Stat. 502, as amended; 38 U.S.C. 5035(a)(8)).
20. Postal Reorganization Act (sec. 410(b)(4)(C); 84 Stat. 726 as amended; 39 U.S.C. 410(b)(4)(C)).
21. National Visitors Center Facilities Act of 1966 (sec. 110, 32 Stat. 45; 40 U.S.C. 808).
22. Appalachian Regional Development Act of 1965 (sec. 402, 79 Stat. 21; 40 U.S.C. App. 402).
23. Health Services Research, Health Statistics, and Medical Libraries Act of 1974 (sec. 107, see sec. 308(h)(2) thereof, 88 Stat. 370, as amended by 90 Stat. 378; 42 U.S.C. 242m(h)(2)).
24. Hospital Survey and Construction Act, as amended by the Hospital and Medical Facilities Amendments of 1964 (sec. 605(a)(5), 78 Stat. 453; 42 U.S.C. 291e(a)(5)).
25. Health Professions Educational Assistance Act (sec. 303(b), 90 Stat. 2254; 42 U.S.C. 293a(g)(1)(C); also sec. 308a, 90 Stat. 2258, 42 U.S.C. 293a(c)(7)).
26. Nurse Training Act of 1964 (sec. 941(a)(1)(C), 89 Stat. 384; 42 U.S.C. 296a(b)(5)).
27. Heart Disease, Cancer, and Stroke Amendments of 1965 (sec. 904, as added by sec. 2, 79 Stat. 928; 42 U.S.C. 299d(b)(4)).
28. Safe Drinking Water Act (sec. 2(a) see sec. 1450e thereof, 88 Stat. 1691; 42 U.S.C. 300j–9(e)).
29. National Health Planning and Resources Act (sec. 4, see sec. 1604(b)(1)(H), 88 Stat. 2261, 42 U.S.C. 300o–3(b)(1)(H)).
30. U.S. Housing Act of 1937, as amended and recodified (88 Stat. 667; 42 U.S.C. 1437j).
31. Demonstration Cities and Metropolitan Development Act of 1966 (secs. 110, 311, 503, 1003, 80 Stat. 1259, 1270, 1277, 1284; 42 U.S.C. 3310; 12 U.S.C. 1715c; 42 U.S.C. 1437j).
32. Slum clearance program: Housing Act of 1949 (sec. 109, 63 Stat. 419, as amended; 42 U.S.C. 1459).
33. Farm housing: Housing Act of 1964 (adds sec. 516(f) to Housing Act of 1949 by sec. 503, 78 Stat. 797; 42 U.S.C. 1486(f)).
34. Housing Act of 1961 (sec. 707, added by sec. 907, 79 Stat. 496, as amended; 42 U.S.C. 1500c–3).
35. Defense Housing and Community Facilities and Services Act of 1951 (sec. 310, 65 Stat. 307; 42 U.S.C. 1592i).
36. Special Health Revenue Sharing Act of 1975 (sec. 303, see sec. 222(a)(5) thereof, 89 Stat. 324; 42 U.S.C. 2689j(a)(5)).

37. Economic Opportunity Act of 1964 (sec. 607, 78 Stat. 532; 42 U.S.C. 2947).
38. Headstart, Economic Opportunity, and Community Partnership Act of 1974 (sec. 11, see sec. 811 thereof, 88 Stat. 2327; 42 U.S.C. 2992a).
39. Housing and Urban Development Act of 1965 (sec. 707, 79 Stat. 492 as amended; 42 U.S.C. 3107).
40. Older Americans Act of 1965 (sec. 502, Pub. L. 89–73, as amended by sec. 501, Pub. L. 93–29; 87 Stat. 50; 42 U.S.C. 3041a(a)(4)).
41. Public Works and Economic Development Act of 1965 (sec. 712; 79 Stat. 575 as amended; 42 U.S.C. 3222).
42. Juvenile Delinquency Prevention Act (sec. 1, 86 Stat. 536; 42 U.S.C. 3884).
43. New Communities Act of 1968 (sec. 410, 82 Stat. 516; 42 U.S.C. 3909).
44. Urban Growth and New Community Development Act of 1970 (sec. 727(f), 84 Stat. 1803; 42 U.S.C. 4529).
45. Domestic Volunteer Service Act of 1973 (sec. 406, 87 Stat. 410; 42 U.S.C. 5046).
46. Housing and Community Development Act of 1974 (secs. 110, 802(g), 88 Stat. 649, 724; 42 U.S.C. 5310, 1440(g)).
47. Developmentally Disabled Assistance and Bill of Rights Act (sec. 126(4), 89 Stat. 488; 42 U.S.C. 6042(4); title I, sec. 111, 89 Stat. 491; 42 U.S.C. 6063(b)(19)).
48. National Energy Conservation Policy Act (sec. 312, 92 Stat. 3254; 42 U.S.C. 6371j).
49. Public Works Employment Act of 1976 (sec. 109, 90 Stat. 1001; 42 U.S.C. 6708; also sec. 208, 90 Stat. 1008; 42 U.S.C. 6728).
50. Energy Conservation and Production Act (sec. 451(h), 90 Stat. 1168; 42 U.S.C. 6881(h)).
51. Solid Waste Disposal Act (sec. 2, 90 Stat. 2823; 42 U.S.C. 6979).
52. Rail Passenger Service Act of 1970 (sec. 405d, 84 Stat. 1337; 45 U.S.C. 565(d)).
53. Urban Mass Transportation Act of 1964 (sec. 10, 78 Stat. 307; renumbered sec. 13 by 88 Stat. 715; 49 U.S.C. 1609).
54. Highway Speed Ground Transportation Study (sec. 6(b), 79 Stat. 893; 49 U.S.C. 1636(b)).
55. Airport and Airway Development Act of 1970 (sec. 22(b), 84 Stat. 231; 49 U.S.C. 1722(b)).
56. Federal Civil Defense Act of 1950 (50 U.S.C. App. 2281i).
57. National Capital Transportation Act of 1965 (sec. 3(b)(4), 79 Stat. 644; 40 U.S.C. 682(b)(4)). Note. Repealed December 9, 1969, and labor standards incorporated in sec. 1–1431 of the District of Columbia Code).
58. Model Secondary School for the Deaf Act (sec. 4, 80 Stat. 1027, Pub. L. 89–694, but not in the United States Code).

59. Delaware River Basin Compact (sec. 15.1, 75 Stat. 714, Pub. L. 87–328) (considered a statute for purposes of the plan but not in the United States Code).

60. Energy Security Act (sec. 175(c), Pub. L. 96–294, 94 Stat. 611; 42 U.S.C. 8701 note).

(b) Part 1 of this subtitle contains the Department's procedural rules governing requests for wage determinations and the issuance and use of such wage determinations under the Davis-Bacon Act and its related statutes as listed in that part.

§ 5.2 Definitions.

(a) The term *Secretary* includes the Secretary of Labor, the Deputy Under Secretary for Employment Standards, and their authorized representatives.

(b) The term *Administrator* means the Administrator of the Wage and Hour Division, Employment Standards Administration, U.S. Department of Labor, or authorized representative.

(c) The term *Federal agency* means the agency or instrumentality of the United States which enters into the contract or provides assistance through loan, grant, loan guarantee or insurance, or otherwise, to the project subject to a statute listed in §5.1.

(d) The term *Agency Head* means the principal official of the Federal agency and includes those persons duly authorized to act in the behalf of the Agency Head.

(e) The term *Contracting Officer* means the individual, a duly appointed successor, or authorized representative who is designated and authorized to enter into contracts on behalf of the Federal agency.

(f) The term *labor standards* as used in this part means the requirements of the Davis-Bacon Act, the Contract Work Hours and Safety Standards Act (other than those relating to safety and health), the Copeland Act, and the prevailing wage provisions of the other statutes listed in §5.1, and the regulations in parts 1 and 3 of this subtitle and this part.

(g) The term *United States or the District of Columbia* means the United States, the District of Columbia, and all executive departments, independent establishments, administrative agencies, and instrumentalities of the United States and of the District of Columbia, including corporations, all or substantially all of the stock of which is beneficially owned by the United States, by the foregoing departments, establishments, agencies, instrumentalities, and including nonappropriated fund instrumentalities.

(h) The term *contract* means any prime contract which is subject wholly or in part to the labor standards provisions of any of the acts listed in §5.1 and any subcontract of any tier thereunder, let under the prime contract. A State or local Government is not regarded as a contractor under statutes providing loans, grants, or other Federal assistance in situations where construction is performed by its own employees. However, under statutes requiring payment of prevailing wages to all laborers and mechanics employed on the assisted project, such as the U.S. Housing Act of 1937, State and local recipients of Federal-aid must pay these employees according to Davis-Bacon labor standards.

(i) The terms *building* or *work* generally include construction activity as distinguished from manufacturing, furnishing of materials, or servicing and maintenance work. The terms include without limitation, buildings, structures, and improvements of all types, such as bridges, dams, plants, highways, parkways, streets, subways, tunnels, sewers, mains, power lines, pumping stations, heavy generators, railways, airports, terminals, docks, piers, wharves, ways, lighthouses, buoys, jetties, breakwaters, levees, canals, dredging, shoring, rehabilitation and reactivation of plants, scaffolding, drilling, blasting, excavating, clearing, and landscaping. The manufacture or furnishing of materials, articles, supplies or equipment (whether or not a Federal or State agency acquires title to such materials, articles, supplies, or equipment during the course of the manufacture or furnishing, or owns the materials from which they are manufactured or furnished) is not a *building* or *work* within the meaning of the regulations in this part unless conducted in connection with and at the site of such a building or work as is described in the foregoing sentence, or under the United States Housing Act of 1937 and the Housing Act of 1949 in the construction or development of the project.

(j) The terms *construction*, *prosecution*, *completion*, or *repair* mean the following:

(1) All types of work done on a particular building or work at the site thereof, including work at a facility which is deemed a part of the site of the work within the meaning of (paragraph (I) of this section by laborers and mechanics employed by a construction contractor or construction subcontractor (or, under the United States Housing Act of 1937; the Housing Act of 1949; and the Native American Housing Assistance and Self-Determination Act of 1996, all work done in the construction or development of the project), including without limitation—

(i) Altering, remodeling, installation (where appropriate) on the site of the work of items fabricated off-site;

(ii) Painting and decorating;

(iii) Manufacturing or furnishing of materials, articles, supplies or equipment on the site of the building or work (or, under the United States Housing Act of 1937; the Housing Act of 1949; and the Native American Housing Assistance and Self-Determination Act of 1996 in the construction or development of the project);

(iv)(A) Transportation between the site of the work within the meaning of paragraph (I)(1) of this section and a facility which is dedicated to the construction of the building or work and deemed a part of the site of the work within the meaning of paragraph (I)(2) of this section; and

(B) Transportation of portion(s) of the building or work between a site where a significant portion of such building or work is constructed, which is a part of the site of the work within the meaning of paragraph (I)(1) of this section, and the physical place or places where the building or work will remain.

(2) Except for laborers and mechanics employed in the construction or development of the project under the United States Housing Act of 1937; the Housing Act of 1949; and the Native American Housing Assistance and Self-Determination Act of 1996, and except as provided in paragraph (j)(1)(iv)(A) of this section, the transportation of materials or supplies to or from the site of the work by employees of the construction contractor or a construction subcontractor is not “construction, prosecution, completion, or repair” (see *Building and Construction Trades Department, AFL-CIO v. United States Department of Labor Wage Appeals Board (Midway Excavators, Inc.)*, 932 F.2d 985 (D.C. Cir. 1991)).

(k) The term *public building* or *public work* includes building or work, the construction, prosecution, completion, or repair of which, as defined above, is carried on directly by authority of or with funds of a Federal agency to serve the interest of the general public regardless of whether title thereof is in a Federal agency.

(l) The term *site of the work* is defined as follows:

(1) *The site of the work* is the physical place or places where the building or work called for in the contract will remain; and any other site where a significant portion of the building or work is constructed, *provided* that such site is established specifically for the performance of the contract or project;

(2) Except as provided in paragraph (l)(3) of this section, job headquarters, tool yards, batch plants, borrow pits, etc., are part of the *site of the work*, *provided* they are dedicated exclusively, or nearly so, to performance of the contract or project, *and provided* they are adjacent or virtually adjacent to the *site of the work* as defined in paragraph (l)(1) of this section;

(3) Not included in the *site of the work* are permanent home offices, branch plant establishments, fabrication plants, tool yards, etc., of a contractor or subcontractor whose location and continuance in operation are determined wholly without regard to a particular Federal or federally assisted contract or project. In addition, fabrication plants, batch plants, borrow pits, job headquarters, tool yards, etc., of a commercial or material supplier, which are established by a supplier of materials for the project before opening of bids and not on the site of the work as stated in paragraph (l)(1) of this section, are not included in the *site of the work*. Such permanent, previously established facilities are not part of the *site of the work*, even where the operations for a period of time may be dedicated exclusively, or nearly so, to the performance of a contract.

(m) The term *laborer* or *mechanic* includes at least those workers whose duties are manual or physical in nature (including those workers who use tools or who are performing the work of a trade), as distinguished from mental or managerial. The term *laborer* or *mechanic* includes apprentices, trainees, helpers, and, in the case of contracts subject to the Contract Work Hours and Safety Standards Act, watchmen or guards. The term does not apply to workers whose duties are primarily administrative, executive, or clerical, rather than manual. Persons employed in a bona fide executive, administrative, or professional capacity as defined in part 541 of this title are not deemed to be laborers or mechanics. Working foremen who devote more than 20 percent of their time during a workweek to mechanic or laborer duties, and who do not meet the criteria of part 541, are laborers and mechanics for the time so spent.

(n) The terms *apprentice*, *trainee*, and *helper* are defined as follows:

(1) *Apprentice* means (i) a person employed and individually registered in a bona fide apprenticeship program registered with the U.S. Department of Labor, Employment and Training Administration, Office of Apprenticeship Training, Employer and Labor Services, or with a State Apprenticeship Agency recognized by the Bureau, or (ii) a person in the first 90 days of probationary employment as an apprentice in such an apprenticeship program, who is not individually registered in the program, but who has been certified by the Office of Apprenticeship Training, Employer and Labor Services or a State Apprenticeship Agency (where appropriate) to be eligible for probationary employment as an apprentice;

(2) *Trainee* means a person registered and receiving on-the-job training in a construction occupation under a program which has been approved in advance by the U.S. Department of Labor, Employment and Training Administration, as meeting its standards for on-the-job training programs and which has been so certified by that Administration.

(3) These provisions do not apply to *apprentices* and *trainees* employed on projects subject to 23 U.S.C. 113 who are enrolled in programs which have been certified by the Secretary of Transportation in accordance with 23 U.S.C. 113(c).

(4) A distinct classification of "helper" will be issued in wage determinations applicable to work performed on construction projects covered by the labor standards provisions of the Davis-Bacon and Related Acts only where:

(i) The duties of the helper are clearly defined and distinct from those of any other classification on the wage determination;

(ii) The use of such helpers is an established prevailing practice in the area; and

(iii) The helper is not employed as a trainee in an informal training program. A "helper" classification will be added to wage determinations pursuant to §5.5(a)(1)(ii)(A) only where, in addition, the work to be performed by the helper is not performed by a classification in the wage determination.

(o) Every person performing the duties of a laborer or mechanic in the construction, prosecution, completion, or repair of a public building or public work, or building or work financed in whole or in part by loans, grants, or guarantees from the United States is *employed* regardless of any contractual relationship alleged to exist between the contractor and such person.

(p) The term *wages* means the basic hourly rate of pay; any contribution irrevocably made by a contractor or subcontractor to a trustee or to a third person pursuant to a bona fide fringe benefit fund, plan, or program; and the rate of costs to the contractor or subcontractor which may be reasonably anticipated in providing bona fide fringe benefits to laborers and mechanics pursuant to an enforceable commitment to carry out a financially responsible plan of program, which was communicated in writing to the laborers and mechanics affected. The fringe benefits enumerated in the Davis-Bacon Act include medical or hospital care, pensions on retirement or death, compensation for injuries or illness resulting from occupational activity, or insurance to provide any of the foregoing; unemployment benefits; life insurance, disability insurance, sickness insurance, or accident insurance; vacation or holiday pay; defraying costs of apprenticeship or other similar programs; or other bona fide fringe benefits. Fringe benefits do not include benefits required by other Federal, State, or local law.

(q) The term *wage determination* includes the original decision and any subsequent decisions modifying, superseding, correcting, or otherwise changing the provisions of the original decision. The application of the wage determination shall be in accordance with the provisions of §1.6 of this title.

[48 FR 19541, Apr. 29, 1983, as amended at 48 FR 50313, Nov. 1, 1983; 55 FR 50149, Dec. 4, 1990; 57 FR 19206, May 4, 1992; 65 FR 69693, Nov. 20, 2000; 65 FR 80278, Dec. 20, 2000]

§§ 5.3-5.4 [Reserved]

§ 5.5 Contract provisions and related matters.

(a) The Agency head shall cause or require the contracting officer to insert in full in any contract in excess of \$2,000 which is entered into for the actual construction, alteration and/or repair, including painting and decorating, of a public building or public work, or building or work financed in whole or in part from Federal funds or in accordance with guarantees of a Federal agency or financed from funds obtained by pledge of any contract of a Federal agency to make a loan, grant or annual contribution (except where a different meaning is expressly indicated), and which is subject to the labor standards provisions of any of the acts listed in §5.1, the following clauses (or any modifications thereof to meet the particular needs of the agency, *Provided*, That such modifications are first approved by the Department of Labor):

(1) *Minimum wages.* (i) All laborers and mechanics employed or working upon the site of the work (or under the United States Housing Act of 1937 or under the Housing Act of 1949 in the construction or development of the project), will be paid unconditionally and not less often than once a week, and without subsequent deduction or rebate on any account (except such payroll deductions as are permitted by regulations issued by the Secretary of Labor under the Copeland Act (29 CFR part 3)), the full amount of wages and bona fide fringe benefits (or cash equivalents thereof) due at time of payment computed at rates not less than those contained in the wage determination of the Secretary of Labor which is attached hereto and made a part hereof, regardless of any contractual relationship which may be alleged to exist between the contractor and such laborers and mechanics.

Contributions made or costs reasonably anticipated for bona fide fringe benefits under section 1(b)(2) of the Davis-Bacon Act on behalf of laborers or mechanics are considered wages paid to such laborers or mechanics, subject to the provisions of paragraph (a)(1)(iv) of this section; also, regular contributions made or costs incurred for more than a weekly period (but not less often than quarterly) under plans, funds, or programs which cover the particular weekly period, are deemed to be constructively made or incurred during such weekly period. Such laborers and mechanics shall be paid the appropriate wage rate and fringe benefits on the wage determination for the classification of work actually performed, without regard to skill, except as provided in §5.5(a)(4). Laborers or mechanics performing work in more than one classification may be compensated at the rate specified for each classification for the time actually worked therein: *Provided*, That the employer's payroll records accurately set forth the time spent in each classification in which work is performed. The wage determination (including any additional classification and wage rates conformed under paragraph (a)(1)(ii) of this section) and the Davis-Bacon poster (WH-1321) shall be posted at all times by the contractor and its subcontractors at the site of the work in a prominent and accessible place where it can be easily seen by the workers.

(ii)(A) The contracting officer shall require that any class of laborers or mechanics, including helpers, which is not listed in the wage determination and which is to be employed under the contract shall be classified in conformance with the wage determination. The contracting officer shall approve an additional classification and wage rate and fringe benefits therefore only when the following criteria have been met:

(1) The work to be performed by the classification requested is not performed by a classification in the wage determination; and

(2) The classification is utilized in the area by the construction industry; and

(3) The proposed wage rate, including any bona fide fringe benefits, bears a reasonable relationship to the wage rates contained in the wage determination.

(B) If the contractor and the laborers and mechanics to be employed in the classification (if known), or their representatives, and the contracting officer agree on the classification and wage rate (including the amount designated for fringe benefits where appropriate), a report of the action taken shall be sent by the contracting officer to the Administrator of the Wage and Hour Division, Employment Standards Administration, U.S. Department of Labor, Washington, DC 20210. The Administrator, or an authorized representative, will approve, modify, or disapprove every additional classification action within 30 days of receipt and so advise the contracting officer or will notify the contracting officer within the 30-day period that additional time is necessary.

(C) In the event the contractor, the laborers or mechanics to be employed in the classification or their representatives, and the contracting officer do not agree on the proposed classification and wage rate (including the amount designated for fringe benefits, where appropriate), the contracting officer shall refer the questions, including the views of all interested parties and the recommendation of the contracting officer, to the Administrator for determination. The Administrator, or an authorized representative, will issue a determination within 30 days of receipt and so advise the contracting officer or will notify the contracting officer within the 30-day period that additional time is necessary.

(D) The wage rate (including fringe benefits where appropriate) determined pursuant to paragraphs (a)(1)(ii) (B) or (C) of this section, shall be paid to all workers performing work in the classification under this contract from the first day on which work is performed in the classification.

(iii) Whenever the minimum wage rate prescribed in the contract for a class of laborers or mechanics includes a fringe benefit which is not expressed as an hourly rate, the contractor shall either pay the benefit as stated in the wage determination or shall pay another bona fide fringe benefit or an hourly cash equivalent thereof.

(iv) If the contractor does not make payments to a trustee or other third person, the contractor may consider as part of the wages of any laborer or mechanic the amount of any costs reasonably anticipated in providing bona fide fringe benefits under a plan or program, *Provided*, That the Secretary of Labor has found, upon the written request of the contractor, that the applicable standards of the Davis-Bacon Act have been met. The Secretary of Labor may require the contractor to set aside in a separate account assets for the meeting of obligations under the plan or program.

(2) *Withholding*. The (write in name of Federal Agency or the loan or grant recipient) shall upon its own action or upon written request of an authorized representative of the Department of Labor withhold or cause to be withheld from the contractor under this contract or any other Federal contract with the same prime contractor, or any other federally-assisted contract subject to Davis- Bacon prevailing wage requirements, which is held by the same prime contractor, so much of the accrued payments or advances as may be considered necessary to pay laborers and mechanics, including apprentices, trainees, and helpers, employed by the contractor or any subcontractor the full amount of wages required by the contract. In the event of failure to pay any laborer or mechanic, including any apprentice, trainee, or helper, employed or working on the site of the work (or under the United States Housing Act of 1937 or under the Housing Act of 1949 in the construction or development of the project), all or part of the wages required by the contract, the (Agency) may, after written notice to the contractor, sponsor, applicant, or owner, take such action as may be necessary to cause the suspension of any further payment, advance, or guarantee of funds until such violations have ceased.

(3) *Payrolls and basic records*. (i) Payrolls and basic records relating thereto shall be maintained by the contractor during the course of the work and preserved for a period of three years thereafter for all laborers and mechanics working at the site of the work (or under the United States Housing Act of 1937, or under the Housing Act of 1949, in the construction or development of the project). Such records shall contain the name, address, and social security number of each such worker, his or her correct classification, hourly rates of wages paid (including rates of contributions or costs anticipated for bona fide fringe benefits or cash equivalents thereof of the types described in section 1(b)(2)(B) of the Davis-Bacon Act), daily and weekly number of hours worked, deductions made and actual wages paid. Whenever the Secretary of Labor has found under 29 CFR 5.5(a)(1)(iv) that the wages of any laborer or mechanic include the amount of any costs reasonably anticipated in providing benefits under a plan or program described in section 1(b)(2)(B) of the Davis-Bacon Act, the contractor shall maintain records which show that the commitment to provide such benefits is enforceable, that the plan or program is financially responsible, and that the plan or program has been communicated in writing to the laborers or mechanics affected, and records which show the costs anticipated or the actual cost incurred in providing such benefits. Contractors employing apprentices or trainees under approved programs shall maintain written evidence of the registration of apprenticeship programs and certification of trainee programs, the registration of the apprentices and trainees, and the ratios and wage rates prescribed in the applicable programs.

(ii)(A) The contractor shall submit weekly for each week in which any contract work is performed a copy of all payrolls to the (write in name of appropriate federal agency) if the agency is a party to the contract, but if the agency is not such a party, the contractor will submit the payrolls to the applicant, sponsor, or owner, as the case may be, for transmission to the (write in name of agency). The payrolls submitted shall set out accurately and completely all of the information required to be maintained under 29 CFR 5.5(a)(3)(i), except that full social security numbers and home addresses shall not be included on weekly transmittals. Instead the payrolls shall only need to include an individually identifying number for each employee (e.g. , the last four digits of the employee's social security number). The required weekly payroll information may be submitted in any form desired. Optional Form WH-347 is available for this purpose from the Wage and Hour Division Web site at <http://www.dol.gov/esa/whd/forms/wh347instr.htm> or its successor site. The prime contractor is responsible for the submission of copies of payrolls by all subcontractors. Contractors and subcontractors shall maintain the full social security number and current address of each covered worker, and shall provide them upon request to the (write in name of appropriate federal agency) if the agency is a party to the contract, but if the agency is not such a party, the contractor will submit them to the applicant, sponsor, or owner, as the case may be, for transmission to the (write in name of agency), the contractor, or the Wage and Hour Division of the Department of Labor for purposes of an investigation or audit of compliance with prevailing wage requirements. It is not a violation of this section for a prime contractor to require a subcontractor to provide addresses and social security numbers to the prime contractor for its own records, without weekly submission to the sponsoring government agency (or the applicant, sponsor, or owner).

(B) Each payroll submitted shall be accompanied by a "Statement of Compliance," signed by the contractor or subcontractor or his or her agent who pays or supervises the payment of the persons employed under the contract and shall certify the following:

(1) That the payroll for the payroll period contains the information required to be provided under §5.5 (a)(3)(ii) of Regulations, 29 CFR part 5, the appropriate information is being maintained under §5.5 (a)(3)(i) of Regulations, 29 CFR part 5, and that such information is correct and complete;

(2) That each laborer or mechanic (including each helper, apprentice, and trainee) employed on the contract during the payroll period has been paid the full weekly wages earned, without rebate, either directly or indirectly, and that no deductions have been made either directly or indirectly from the full wages earned, other than permissible deductions as set forth in Regulations, 29 CFR part 3;

(3) That each laborer or mechanic has been paid not less than the applicable wage rates and fringe benefits or cash equivalents for the classification of work performed, as specified in the applicable wage determination incorporated into the contract.

(C) The weekly submission of a properly executed certification set forth on the reverse side of Optional Form WH-347 shall satisfy the requirement for submission of the "Statement of Compliance" required by paragraph (a)(3)(ii)(B) of this section.

(D) The falsification of any of the above certifications may subject the contractor or subcontractor to civil or criminal prosecution under section 1001 of title 18 and section 231 of title 31 of the United States Code.

(iii) The contractor or subcontractor shall make the records required under paragraph (a)(3)(i) of this section available for inspection, copying, or transcription by authorized representatives of the (write the name of the agency) or the Department of Labor, and shall permit such representatives to interview employees during working hours on the job. If the contractor or subcontractor fails to submit the required records or to make them available, the Federal agency may, after written notice to the contractor, sponsor, applicant, or owner, take such action as may be necessary to cause the suspension of any further payment, advance, or guarantee of funds. Furthermore, failure to submit the required records upon request or to make such records available may be grounds for debarment action pursuant to 29 CFR 5.12.

(4) *Apprentices and trainees* —(i) *Apprentices*. Apprentices will be permitted to work at less than the predetermined rate for the work they performed when they are employed pursuant to and individually registered in a bona fide apprenticeship program registered with the U.S. Department of Labor, Employment and Training Administration, Office of Apprenticeship Training, Employer and Labor Services, or with a State Apprenticeship Agency recognized by the Office, or if a person is employed in his or her first 90 days of probationary employment as an apprentice in such an apprenticeship program, who is not individually registered in the program, but who has been certified by the Office of Apprenticeship Training, Employer and Labor Services or a State Apprenticeship Agency (where appropriate) to be eligible for probationary employment as an apprentice. The allowable ratio of apprentices to journeymen on the job site in any craft classification shall not be greater than the ratio permitted to the contractor as to the entire work force under the registered program. Any worker listed on a payroll at an apprentice wage rate, who is not registered or otherwise employed as stated above, shall be paid not less than the applicable wage rate on the wage determination for the classification of work actually performed. In addition, any apprentice performing work on the job site in excess of the ratio permitted under the registered program shall be paid not less than the applicable wage rate on the wage determination for the work actually performed. Where a contractor is performing construction on a project in a locality other than that in which its program is registered, the ratios and wage rates (expressed in percentages of the journeyman's hourly rate) specified in the contractor's or subcontractor's registered program shall be observed. Every apprentice must be paid at not less than the rate specified in the registered program for the apprentice's level of progress, expressed as a percentage of the journeymen hourly rate specified in the applicable wage determination. Apprentices shall be paid fringe benefits in accordance with the provisions of the apprenticeship program. If the apprenticeship program does not specify fringe benefits, apprentices must be paid the full amount of fringe benefits listed on the wage determination for the applicable classification. If the Administrator determines that a different practice prevails for the applicable apprentice classification, fringes shall be paid in accordance with that determination. In the event the Office of Apprenticeship Training, Employer and Labor Services, or a State Apprenticeship Agency recognized by the Office, withdraws approval of an apprenticeship program, the contractor will no longer be permitted to utilize apprentices at less than the applicable predetermined rate for the work performed until an acceptable program is approved.

(ii) *Trainees*. Except as provided in 29 CFR 5.16, trainees will not be permitted to work at less than the predetermined rate for the work performed unless they are employed pursuant to and individually registered in a program which has received prior approval, evidenced by formal certification by the U.S. Department of Labor, Employment and Training Administration. The ratio of trainees to journeymen on the job site shall not be greater than permitted under the plan approved by the Employment and Training Administration. Every trainee must be paid at not less than the rate specified in the approved program for the trainee's level of progress, expressed as a percentage of the journeyman hourly rate specified in the applicable wage determination. Trainees shall be paid fringe benefits in accordance with

the provisions of the trainee program. If the trainee program does not mention fringe benefits, trainees shall be paid the full amount of fringe benefits listed on the wage determination unless the Administrator of the Wage and Hour Division determines that there is an apprenticeship program associated with the corresponding journeyman wage rate on the wage determination which provides for less than full fringe benefits for apprentices. Any employee listed on the payroll at a trainee rate who is not registered and participating in a training plan approved by the Employment and Training Administration shall be paid not less than the applicable wage rate on the wage determination for the classification of work actually performed. In addition, any trainee performing work on the job site in excess of the ratio permitted under the registered program shall be paid not less than the applicable wage rate on the wage determination for the work actually performed. In the event the Employment and Training Administration withdraws approval of a training program, the contractor will no longer be permitted to utilize trainees at less than the applicable predetermined rate for the work performed until an acceptable program is approved.

(iii) *Equal employment opportunity.* The utilization of apprentices, trainees and journeymen under this part shall be in conformity with the equal employment opportunity requirements of Executive Order 11246, as amended, and 29 CFR part 30.

(5) *Compliance with Copeland Act requirements.* The contractor shall comply with the requirements of 29 CFR part 3, which are incorporated by reference in this contract.

(6) *Subcontracts.* The contractor or subcontractor shall insert in any subcontracts the clauses contained in 29 CFR 5.5(a)(1) through (10) and such other clauses as the (write in the name of the Federal agency) may by appropriate instructions require, and also a clause requiring the subcontractors to include these clauses in any lower tier subcontracts. The prime contractor shall be responsible for the compliance by any subcontractor or lower tier subcontractor with all the contract clauses in 29 CFR 5.5.

(7) *Contract termination: debarment.* A breach of the contract clauses in 29 CFR 5.5 may be grounds for termination of the contract, and for debarment as a contractor and a subcontractor as provided in 29 CFR 5.12.

(8) *Compliance with Davis-Bacon and Related Act requirements.* All rulings and interpretations of the Davis-Bacon and Related Acts contained in 29 CFR parts 1, 3, and 5 are herein incorporated by reference in this contract.

(9) *Disputes concerning labor standards.* Disputes arising out of the labor standards provisions of this contract shall not be subject to the general disputes clause of this contract. Such disputes shall be resolved in accordance with the procedures of the Department of Labor set forth in 29 CFR parts 5, 6, and 7. Disputes within the meaning of this clause include disputes between the contractor (or any of its subcontractors) and the contracting agency, the U.S. Department of Labor, or the employees or their representatives.

(10) *Certification of eligibility.* (i) By entering into this contract, the contractor certifies that neither it (nor he or she) nor any person or firm who has an interest in the contractor's firm is a person or firm ineligible to be awarded Government contracts by virtue of section 3(a) of the Davis-Bacon Act or 29 CFR 5.12(a)(1).

(ii) No part of this contract shall be subcontracted to any person or firm ineligible for award of a Government contract by virtue of section 3(a) of the Davis-Bacon Act or 29 CFR 5.12(a)(1).

(iii) The penalty for making false statements is prescribed in the U.S. Criminal Code, 18 U.S.C. 1001.

(b) *Contract Work Hours and Safety Standards Act.* The Agency Head shall cause or require the contracting officer to insert the following clauses set forth in paragraphs (b)(1), (2), (3), and (4) of this section in full in any contract in an amount in excess of \$100,000 and subject to the overtime provisions of the Contract Work Hours and Safety Standards Act. These clauses shall be inserted in addition to the clauses required by §5.5(a) or 4.6 of part 4 of this title. As used in this paragraph, the terms *laborers* and *mechanics* include watchmen and guards.

(1) *Overtime requirements.* No contractor or subcontractor contracting for any part of the contract work which may require or involve the employment of laborers or mechanics shall require or permit any such laborer or mechanic in any workweek in which he or she is employed on such work to work in excess of forty hours in such workweek unless such laborer or mechanic receives compensation at a rate not less than one and one-half times the basic rate of pay for all hours worked in excess of forty hours in such workweek.

(2) *Violation; liability for unpaid wages; liquidated damages.* In the event of any violation of the clause set forth in

paragraph (b)(1) of this section the contractor and any subcontractor responsible therefor shall be liable for the unpaid wages. In addition, such contractor and subcontractor shall be liable to the United States (in the case of work done under contract for the District of Columbia or a territory, to such District or to such territory), for liquidated damages. Such liquidated damages shall be computed with respect to each individual laborer or mechanic, including watchmen and guards, employed in violation of the clause set forth in paragraph (b)(1) of this section, in the sum of \$10 for each calendar day on which such individual was required or permitted to work in excess of the standard workweek of forty hours without payment of the overtime wages required by the clause set forth in paragraph (b)(1) of this section.

(3) *Withholding for unpaid wages and liquidated damages.* The (write in the name of the Federal agency or the loan or grant recipient) shall upon its own action or upon written request of an authorized representative of the Department of Labor withhold or cause to be withheld, from any moneys payable on account of work performed by the contractor or subcontractor under any such contract or any other Federal contract with the same prime contractor, or any other federally-assisted contract subject to the Contract Work Hours and Safety Standards Act, which is held by the same prime contractor, such sums as may be determined to be necessary to satisfy any liabilities of such contractor or subcontractor for unpaid wages and liquidated damages as provided in the clause set forth in paragraph (b)(2) of this section.

(4) *Subcontracts.* The contractor or subcontractor shall insert in any subcontracts the clauses set forth in paragraph (b)(1) through (4) of this section and also a clause requiring the subcontractors to include these clauses in any lower tier subcontracts. The prime contractor shall be responsible for compliance by any subcontractor or lower tier subcontractor with the clauses set forth in paragraphs (b)(1) through (4) of this section.

(c) In addition to the clauses contained in paragraph (b), in any contract subject only to the Contract Work Hours and Safety Standards Act and not to any of the other statutes cited in §5.1, the Agency Head shall cause or require the contracting officer to insert a clause requiring that the contractor or subcontractor shall maintain payrolls and basic payroll records during the course of the work and shall preserve them for a period of three years from the completion of the contract for all laborers and mechanics, including guards and watchmen, working on the contract. Such records shall contain the name and address of each such employee, social security number, correct classifications, hourly rates of wages paid, daily and weekly number of hours worked, deductions made, and actual wages paid. Further, the Agency Head shall cause or require the contracting officer to insert in any such contract a clause providing that the records to be maintained under this paragraph shall be made available by the contractor or subcontractor for inspection, copying, or transcription by authorized representatives of the (write the name of agency) and the Department of Labor, and the contractor or subcontractor will permit such representatives to interview employees during working hours on the job.

(The information collection, recordkeeping, and reporting requirements contained in the following paragraphs of this section were approved by the Office of Management and Budget:

Paragraph	OMB Control Number
(a)(1)(ii)(B)	1215-0140
(a)(1)(ii)(C)	1215-0140
(a)(1)(iv)	1215-0140
(a)(3)(i)	1215-0140,
	1215-0017
(a)(3)(ii)(A)	1215-0149
(c)	1215-0140,
	1215-0017

[48 FR 19540, Apr. 29, 1983, as amended at 51 FR 12265, Apr. 9, 1986; 55 FR 50150, Dec. 4, 1990; 57 FR 28776, June 26, 1992; 58 FR 58955, Nov. 5, 1993; 61 FR 40716, Aug. 5, 1996; 65 FR 69693, Nov. 20, 2000; 73 FR 77511, Dec. 19, 2008]

Effective Date Note: At 58 FR 58955, Nov. 5, 1993, §5.5 was amended by suspending paragraph (a)(1)(ii) indefinitely.

§ 5.6 Enforcement.

(a)(1) It shall be the responsibility of the Federal agency to ascertain whether the clauses required by §5.5 have been inserted in the contracts subject to the labor standards provisions of the Acts contained in §5.1. Agencies which do not directly enter into such contracts shall promulgate the necessary regulations or procedures to require the recipient of the Federal assistance to insert in its contracts the provisions of §5.5. No payment, advance, grant, loan, or guarantee of funds shall be approved by the Federal agency unless the agency insures that the clauses required by §5.5 and the appropriate wage determination of the Secretary of Labor are contained in such contracts. Furthermore, no payment, advance, grant, loan, or guarantee of funds shall be approved by the Federal agency after the beginning of construction unless there is on file with the agency a certification by the contractor that the contractor and its subcontractors have complied with the provisions of §5.5 or unless there is on file with the agency a certification by the contractor that there is a substantial dispute with respect to the required provisions.

(2) Payrolls and Statements of Compliance submitted pursuant to §5.5(a)(3)(ii) shall be preserved by the Federal agency for a period of 3 years from the date of completion of the contract and shall be produced at the request of the Department of Labor at any time during the 3-year period.

(3) The Federal agency shall cause such investigations to be made as may be necessary to assure compliance with the labor standards clauses required by §5.5 and the applicable statutes listed in §5.1. Investigations shall be made of all contracts with such frequency as may be necessary to assure compliance. Such investigations shall include interviews with employees, which shall be taken in confidence, and examinations of payroll data and evidence of registration and certification with respect to apprenticeship and training plans. In making such examinations, particular care shall be taken to determine the correctness of classifications and to determine whether there is a disproportionate employment of laborers and of apprentices or trainees registered in approved programs. Such investigations shall also include evidence of fringe benefit plans and payments thereunder. Complaints of alleged violations shall be given priority.

(4) In accordance with normal operating procedures, the contracting agency may be furnished various investigatory material from the investigation files of the Department of Labor. None of the material, other than computations of back wages and liquidated damages and the summary of back wages due, may be disclosed in any manner to anyone other than Federal officials charged with administering the contract or program providing Federal assistance to the contract, without requesting the permission and views of the Department of Labor.

(5) It is the policy of the Department of Labor to protect the identity of its confidential sources and to prevent an unwarranted invasion of personal privacy. Accordingly, the identity of an employee who makes a written or oral statement as a complaint or in the course of an investigation, as well as portions of the statement which would reveal the employee's identity, shall not be disclosed in any manner to anyone other than Federal officials without the prior consent of the employee. Disclosure of employee statements shall be governed by the provisions of the "Freedom of Information Act" (5 U.S.C. 552, see 29 CFR part 70) and the "Privacy Act of 1974" (5 U.S.C. 552a).

(b) The Administrator shall cause to be made such investigations as deemed necessary, in order to obtain compliance with the labor standards provisions of the applicable statutes listed in §5.1, or to affirm or reject the recommendations by the Agency Head with respect to labor standards matters arising under the statutes listed in §5.1. Federal agencies, contractors, subcontractors, sponsors, applicants, or owners shall cooperate with any authorized representative of the Department of Labor in the inspection of records, in interviews with workers, and in all other aspects of the investigations. The findings of such an investigation, including amounts found due, may not be altered or reduced without the approval of the Department of Labor. Where the underpayments disclosed by such an investigation total \$1,000 or more, where there is reason to believe that the violations are aggravated or willful (or, in the case of the Davis-Bacon Act, that the contractor has disregarded its obligations to employees and subcontractors), or where liquidated damages may be assessed under the Contract Work Hours and Safety Standards Act, the Department of Labor will furnish the Federal agency an enforcement report detailing the labor standards violations disclosed by the investigation and any action taken by the contractor to correct the violative practices, including any payment of back wages. In other circumstances, the Federal agency will be furnished a letter of notification summarizing the findings of the investigation.

§ 5.7 Reports to the Secretary of Labor.

(a) *Enforcement reports.* (1) Where underpayments by a contractor or subcontractor total less than \$1,000, and where there is no reason to believe that the violations are aggravated or willful (or, in the case of the Davis-Bacon Act that the contractor has disregarded its obligations to employees and subcontractors), and where restitution has been effected and future compliance assured, the Federal agency need not submit its investigative findings and recommendations to the Administrator, unless the investigation was made at the request of the Department of Labor. In the latter case, the Federal agency shall submit a factual summary report detailing any violations including any

data on the amount of restitution paid, the number of workers who received restitution, liquidated damages assessed under the Contract Work Hours and Safety Standards Act, corrective measures taken (such as "letters of notice"), and any information that may be necessary to review any recommendations for an appropriate adjustment in liquidated damages under §5.8.

(2) Where underpayments by a contractor or subcontractor total \$1,000 or more, or where there is reason to believe that the violations are aggravated or willful (or, in the case of the Davis-Bacon Act, that the contractor has disregarded its obligations to employees and subcontractors), the Federal agency shall furnish within 60 days after completion of its investigation, a detailed enforcement report to the Administrator.

(b) *Semi-annual enforcement reports.* To assist the Secretary in fulfilling the responsibilities under Reorganization Plan No. 14 of 1950, Federal agencies shall furnish to the Administrator by April 30 and October 31 of each calendar year semi-annual reports on compliance with and enforcement of the labor standards provisions of the Davis-Bacon Act and its related acts covering the periods of October 1 through March 31 and April 1 through September 30, respectively. Such reports shall be prepared in the manner prescribed in memoranda issued to Federal agencies by the Administrator. This report has been cleared in accordance with FPMR 101-11.11 and assigned interagency report control number 1482-DOL-SA.

(c) *Additional information.* Upon request, the Agency Head shall transmit to the Administrator such information available to the Agency with respect to contractors and subcontractors, their contracts, and the nature of the contract work as the Administrator may find necessary for the performance of his or her duties with respect to the labor standards provisions referred to in this part.

(d) *Contract termination.* Where a contract is terminated by reason of violations of the labor standards provisions of the statutes listed in §5.1, a report shall be submitted promptly to the Administrator and to the Comptroller General (if the contract is subject to the Davis-Bacon Act), giving the name and address of the contractor or subcontractor whose right to proceed has been terminated, and the name and address of the contractor or subcontractor, if any, who is to complete the work, the amount and number of the contract, and the description of the work to be performed.

§ 5.8 Liquidated damages under the Contract Work Hours and Safety Standards Act.

(a) The Contract Work Hours and Safety Standards Act requires that laborers or mechanics shall be paid wages at a rate not less than one and one-half times the basic rate of pay for all hours worked in excess of forty hours in any workweek. In the event of violation of this provision, the contractor and any subcontractor shall be liable for the unpaid wages and in addition for liquidated damages, computed with respect to each laborer or mechanic employed in violation of the Act in the amount of \$10 for each calendar day in the workweek on which such individual was required or permitted to work in excess of forty hours without payment of required overtime wages. Any contractor or subcontractor aggrieved by the withholding of liquidated damages shall have the right to appeal to the head of the agency of the United States (or the territory of District of Columbia, as appropriate) for which the contract work was performed or for which financial assistance was provided.

(b) *Findings and recommendations of the Agency Head.* The Agency Head has the authority to review the administrative determination of liquidated damages and to issue a final order affirming the determination. It is not necessary to seek the concurrence of the Administrator but the Administrator shall be advised of the action taken. Whenever the Agency Head finds that a sum of liquidated damages administratively determined to be due is incorrect or that the contractor or subcontractor violated inadvertently the provisions of the Act notwithstanding the exercise of due care upon the part of the contractor or subcontractor involved, and the amount of the liquidated damages computed for the contract is in excess of \$500, the Agency Head may make recommendations to the Secretary that an appropriate adjustment in liquidated damages be made or that the contractor or subcontractor be relieved of liability for such liquidated damages. Such findings with respect to liquidated damages shall include findings with respect to any wage underpayments for which the liquidated damages are determined.

(c) The recommendations of the Agency Head for adjustment or relief from liquidated damages under paragraph (a) of this section shall be reviewed by the Administrator or an authorized representative who shall issue an order concurring in the recommendations, partially concurring in the recommendations, or rejecting the recommendations, and the reasons therefor. The order shall be the final decision of the Department of Labor, unless a petition for review is filed pursuant to part 7 of this title, and the Administrative Review Board in its discretion reviews such decision and order; or, with respect to contracts subject to the Service Contract Act, unless petition for review is filed pursuant to part 8 of this title, and the Administrative Review Board in its discretion reviews such decision and order.

(d) Whenever the Agency Head finds that a sum of liquidated damages administratively determined to be due under section 104(a) of the Contract Work Hours and Safety Standards Act for a contract is \$500 or less and the Agency

Head finds that the sum of liquidated damages is incorrect or that the contractor or subcontractor violated inadvertently the provisions of the Contract Work Hours and Safety Standards Act notwithstanding the exercise of due care upon the part of the contractor or subcontractor involved, an appropriate adjustment may be made in such liquidated damages or the contractor or subcontractor may be relieved of liability for such liquidated damages without submitting recommendations to this effect or a report to the Department of Labor. This delegation of authority is made under section 105 of the Contract Work Hours and Safety Standards Act and has been found to be necessary and proper in the public interest to prevent undue hardship and to avoid serious impairment of the conduct of Government business.

[48 FR 19541, Apr. 29, 1983, as amended at 51 FR 12265, Apr. 9, 1986; 51 FR 13496, Apr. 21, 1986]

§ 5.9 Suspension of funds.

In the event of failure or refusal of the contractor or any subcontractor to comply with the labor standards clauses contained in §5.5 and the applicable statutes listed in §5.1, the Federal agency, upon its own action or upon written request of an authorized representative of the Department of Labor, shall take such action as may be necessary to cause the suspension of the payment, advance or guarantee of funds until such time as the violations are discontinued or until sufficient funds are withheld to compensate employees for the wages to which they are entitled and to cover any liquidated damages which may be due.

§ 5.10 Restitution, criminal action.

(a) In cases other than those forwarded to the Attorney General of the United States under paragraph (b), of this section, where violations of the labor standards clauses contained in §5.5 and the applicable statutes listed in §5.1 result in underpayment of wages to employees, the Federal agency or an authorized representative of the Department of Labor shall request that restitution be made to such employees or on their behalf to plans, funds, or programs for any type of bona fide fringe benefits within the meaning of section 1(b)(2) of the Davis-Bacon Act.

(b) In cases where the Agency Head or the Administrator finds substantial evidence that such violations are willful and in violation of a criminal statute, the matter shall be forwarded to the Attorney General of the United States for prosecution if the facts warrant. In all such cases the Administrator shall be informed simultaneously of the action taken.

§ 5.11 Disputes concerning payment of wages.

(a) This section sets forth the procedure for resolution of disputes of fact or law concerning payment of prevailing wage rates, overtime pay, or proper classification. The procedures in this section may be initiated upon the Administrator's own motion, upon referral of the dispute by a Federal agency pursuant to §5.5(a)(9), or upon request of the contractor or subcontractor(s).

(b)(1) In the event of a dispute described in paragraph (a) of this section in which it appears that relevant facts are at issue, the Administrator will notify the affected contractor and subcontractor(s) (if any), by registered or certified mail to the last known address, of the investigation findings. If the Administrator determines that there is reasonable cause to believe that the contractor and/or subcontractor(s) should also be subject to debarment under the Davis-Bacon Act or §5.12(a)(1), the letter will so indicate.

(2) A contractor and/or subcontractor desiring a hearing concerning the Administrator's investigative findings shall request such a hearing by letter postmarked within 30 days of the date of the Administrator's letter. The request shall set forth those findings which are in dispute and the reasons therefor, including any affirmative defenses, with respect to the violations and/or debarment, as appropriate.

(3) Upon receipt of a timely request for a hearing, the Administrator shall refer the case to the Chief Administrative Law Judge by Order of Reference, to which shall be attached a copy of the letter from the Administrator and response thereto, for designation of an Administrative Law Judge to conduct such hearings as may be necessary to resolve the disputed matters. The hearing shall be conducted in accordance with the procedures set forth in 29 CFR part 6.

(c)(1) In the event of a dispute described in paragraph (a) of this section in which it appears that there are no relevant facts at issue, and where there is not at that time reasonable cause to institute debarment proceedings under §5.12, the Administrator shall notify the contractor and subcontractor(s) (if any), by registered or certified mail to the last known address, of the investigation findings, and shall issue a ruling on any issues of law known to be in dispute.

(2)(i) If the contractor and/or subcontractor(s) disagree with the factual findings of the Administrator or believe that there are relevant facts in dispute, the contractor or subcontractor(s) shall so advise the Administrator by letter postmarked within 30 days of the date of the Administrator's letter. In the response, the contractor and/or subcontractor(s) shall explain in detail the facts alleged to be in dispute and attach any supporting documentation.

(ii) Upon receipt of a response under paragraph (c)(2)(i) of this section alleging the existence of a factual dispute, the Administrator shall examine the information submitted. If the Administrator determines that there is a relevant issue of fact, the Administrator shall refer the case to the Chief Administrative Law Judge in accordance with paragraph (b)(3) of this section. If the Administrator determines that there is no relevant issue of fact, the Administrator shall so rule and advise the contractor and subcontractor(s) (if any) accordingly.

(3) If the contractor and/or subcontractor(s) desire review of the ruling issued by the Administrator under paragraph (c)(1) or (2) of this section, the contractor and/or subcontractor(s) shall file a petition for review thereof with the Administrative Review Board within 30 days of the date of the ruling, with a copy thereof the Administrator. The petition for review shall be filed in accordance with part 7 of this title.

(d) If a timely response to the Administrator's findings or ruling is not made or a timely petition for review is not filed, the Administrator's findings and/or ruling shall be final, except that with respect to debarment under the Davis-Bacon Act, the Administrator shall advise the Comptroller General of the Administrator's recommendation in accordance with §5.12(a)(1). If a timely response or petition for review is filed, the findings and/or ruling of the Administrator shall be inoperative unless and until the decision is upheld by the Administrative Law Judge or the Administrative Review Board.

§ 5.12 Debarment proceedings.

(a)(1) Whenever any contractor or subcontractor is found by the Secretary of Labor to be in aggravated or willful violation of the labor standards provisions of any of the applicable statutes listed in §5.1 other than the Davis-Bacon Act, such contractor or subcontractor or any firm, corporation, partnership, or association in which such contractor or subcontractor has a substantial interest shall be ineligible for a period not to exceed 3 years (from the date of publication by the Comptroller General of the name or names of said contractor or subcontractor on the ineligible list as provided below) to receive any contracts or subcontracts subject to any of the statutes listed in §5.1.

(2) In cases arising under contracts covered by the Davis-Bacon Act, the Administrator shall transmit to the Comptroller General the names of the contractors or subcontractors and their responsible officers, if any (and any firms in which the contractors or subcontractors are known to have an interest), who have been found to have disregarded their obligations to employees, and the recommendation of the Secretary of Labor or authorized representative regarding debarment. The Comptroller General will distribute a list to all Federal agencies giving the names of such ineligible person or firms, who shall be ineligible to be awarded any contract or subcontract of the United States or the District of Columbia and any contract or subcontract subject to the labor standards provisions of the statutes listed in §5.1.

(b)(1) In addition to cases under which debarment action is initiated pursuant to §5.11, whenever as a result of an investigation conducted by the Federal agency or the Department of Labor, and where the Administrator finds reasonable cause to believe that a contractor or subcontractor has committed willful or aggravated violations of the labor standards provisions of any of the statutes listed in §5.1 (other than the Davis-Bacon Act), or has committed violations of the Davis-Bacon Act which constitute a disregard of its obligations to employees or subcontractors under section 3(a) thereof, the Administrator shall notify by registered or certified mail to the last known address, the contractor or subcontractor and its responsible officers, if any (and any firms in which the contractor or subcontractor are known to have a substantial interest), of the finding. The Administrator shall afford such contractor or subcontractor and any other parties notified an opportunity for a hearing as to whether debarment action should be taken under paragraph (a)(1) of this section or section 3(a) of the Davis-Bacon Act. The Administrator shall furnish to those notified a summary of the investigative findings. If the contractor or subcontractor or any other parties notified wish to request a hearing as to whether debarment action should be taken, such a request shall be made by letter postmarked within 30 days of the date of the letter from the Administrator, and shall set forth any findings which are in dispute and the reasons therefor, including any affirmative defenses to be raised. Upon receipt of such request for a hearing, the Administrator shall refer the case to the Chief Administrative Law Judge by Order of Reference, to which shall be attached a copy of the letter from the Administrator and the response thereto, for designation of an Administrative Law Judge to conduct such hearings as may be necessary to determine the matters in dispute. In considering debarment under any of the statutes listed in §5.1 other than the Davis-Bacon Act, the Administrative Law Judge shall issue an order concerning whether the contractor or subcontractor is to be debarred in accordance with paragraph (a)(1) of this section. In considering debarment under the Davis-Bacon Act, the Administrative Law Judge shall issue a recommendation as to whether the contractor or subcontractor should be debarred under section 3(a) of the Act.

(2) Hearings under this section shall be conducted in accordance with 29 CFR part 6. If no hearing is requested within 30 days of receipt of the letter from the Administrator, the Administrator's findings shall be final, except with respect to recommendations regarding debarment under the Davis-Bacon Act, as set forth in paragraph (a)(2) of this section.

(c) Any person or firm debarred under §5.12(a)(1) may in writing request removal from the debarment list after six months from the date of publication by the Comptroller General of such person or firm's name on the ineligible list. Such a request should be directed to the Administrator of the Wage and Hour Division, Employment Standards Administration, U.S. Department of Labor, Washington, DC 20210, and shall contain a full explanation of the reasons why such person or firm should be removed from the ineligible list. In cases where the contractor or subcontractor failed to make full restitution to all underpaid employees, a request for removal will not be considered until such underpayments are made. In all other cases, the Administrator will examine the facts and circumstances surrounding the violative practices which caused the debarment, and issue a decision as to whether or not such person or firm has demonstrated a current responsibility to comply with the labor standards provisions of the statutes listed in §5.1, and therefore should be removed from the ineligible list. Among the factors to be considered in reaching such a decision are the severity of the violations, the contractor or subcontractor's attitude towards compliance, and the past compliance history of the firm. In no case will such removal be effected unless the Administrator determines after an investigation that such person or firm is in compliance with the labor standards provisions applicable to Federal contracts and Federally assisted construction work subject to any of the applicable statutes listed in §5.1 and other labor statutes providing wage protection, such as the Service Contract Act, the Walsh-Healey Public Contracts Act, and the Fair Labor Standards Act. If the request for removal is denied, the person or firm may petition for review by the Administrative Review Board pursuant to 29 CFR part 7.

(d)(1) Section 3(a) of the Davis-Bacon Act provides that for a period of three years from date of publication on the ineligible list, no contract shall be awarded to any persons or firms placed on the list as a result of a finding by the Comptroller General that such persons or firms have disregarded obligations to employees and subcontractors under that Act, and further, that no contract shall be awarded to "any firm, corporation, partnership, or association in which such persons or firms have an interest." Paragraph (a)(1) of this section similarly provides that for a period not to exceed three years from date of publication on the ineligible list, no contract subject to any of the statutes listed in §5.1 shall be awarded to any contractor or subcontractor on the ineligible list pursuant to that paragraph, or to "any firm, corporation, partnership, or association" in which such contractor or subcontractor has a "substantial interest." A finding as to whether persons or firms whose names appear on the ineligible list have an interest (or a substantial interest, as appropriate) in any other firm, corporation, partnership, or association, may be made through investigation, hearing, or otherwise.

(2)(i) The Administrator, on his/her own motion or after receipt of a request for a determination pursuant to paragraph (d)(3) of this section may make a finding on the issue of interest (or substantial interest, as appropriate).

(ii) If the Administrator determines that there may be an interest (or substantial interest, as appropriate), but finds that there is insufficient evidence to render a final ruling thereon, the Administrator may refer the issue to the Chief Administrative Law Judge in accordance with paragraph (d)(4) of this section.

(iii) If the Administrator finds that no interest (or substantial interest, as appropriate) exists, or that there is not sufficient information to warrant the initiation of an investigation, the requesting party, if any, will be so notified and no further action taken.

(iv)(A) If the Administrator finds that an interest (or substantial interest, as appropriate) exists, the person or firm affected will be notified of the Administrator's finding (by certified mail to the last known address), which shall include the reasons therefor, and such person or firm shall be afforded an opportunity to request that a hearing be held to render a decision on the issue.

(B) Such person or firm shall have 20 days from the date of the Administrator's ruling to request a hearing. A detailed statement of the reasons why the Administrator's ruling is in error, including facts alleged to be in dispute, if any, shall be submitted with the request for a hearing.

(C) If no hearing is requested within the time mentioned in paragraph (d)(2)(iv)(B) of this section, the Administrator's finding shall be final and the Administrator shall so notify the Comptroller General. If a hearing is requested, the ruling of the Administrator shall be inoperative unless and until the administrative law judge or the Administrative Review Board issues an order that there is an interest (or substantial interest, as appropriate).

(3)(i) A request for a determination of interest (or substantial interest, as appropriate), may be made by any interested party, including contractors or prospective contractors and associations of contractor's representatives of employees,

and interested Government agencies. Such a request shall be submitted in writing to the Administrator, Wage and Hour Division, Employment Standards Administration, U.S. Department of Labor, Washington, DC 20210.

(ii) The request shall include a statement setting forth in detail why the petitioner believes that a person or firm whose name appears on the debarred bidders list has an interest (or a substantial interest, as appropriate) in any firm, corporation, partnership, or association which is seeking or has been awarded a contract of the United States or the District of Columbia, or which is subject to any of the statutes listed in §5.1. No particular form is prescribed for the submission of a request under this section.

(4) *Referral to the Chief Administrative Law Judge.* The Administrator, on his/her own motion under paragraph (d)(2)(ii) of this section or upon a request for hearing where the Administrator determines that relevant facts are in dispute, will by order refer the issue to the Chief Administrative Law Judge, for designation of an Administrative Law Judge who shall conduct such hearings as may be necessary to render a decision solely on the issue of interest (or substantial interest, as appropriate). Such proceedings shall be conducted in accordance with the procedures set forth at 29 CFR part 6.

(5) *Referral to the Administrative Review Board.* If the person or firm affected requests a hearing and the Administrator determines that relevant facts are not in dispute, the Administrator will refer the issue and the record compiled thereon to the Administrative Review Board to render a decision solely on the issue of interest (or substantial interest, as appropriate). Such proceeding shall be conducted in accordance with the procedures set forth at 29 CFR part 7.

[48 FR 19541, Apr. 29, 1983, as amended at 48 FR 50313, Nov. 1, 1983]

§ 5.13 Rulings and interpretations.

All questions relating to the application and interpretation of wage determinations (including the classifications therein) issued pursuant to part 1 of this subtitle, of the rules contained in this part and in parts 1 and 3, and of the labor standards provisions of any of the statutes listed in §5.1 shall be referred to the Administrator for appropriate ruling or interpretation. The rulings and interpretations shall be authoritative and those under the Davis-Bacon Act may be relied upon as provided for in section 10 of the Portal-to-Portal Act of 1947 (29 U.S.C. 259). Requests for such rulings and interpretations should be addressed to the Administrator, Wage and Hour Division, Employment Standards Administration, U.S. Department of Labor, Washington, DC 20210.

§ 5.14 Variations, tolerances, and exemptions from parts 1 and 3 of this subtitle and this part.

The Secretary of Labor may make variations, tolerances, and exemptions from the regulatory requirements of this part and those of parts 1 and 3 of this subtitle whenever the Secretary finds that such action is necessary and proper in the public interest or to prevent injustice and undue hardship. Variations, tolerances, and exemptions may not be made from the statutory requirements of any of the statutes listed in §5.1 unless the statute specifically provides such authority.

§ 5.15 Limitations, variations, tolerances, and exemptions under the Contract Work Hours and Safety Standards Act.

(a) *General.* Upon his or her own initiative or upon the request of any Federal agency, the Secretary of Labor may provide under section 105 of the Contract Work Hours and Safety Standards Act reasonable limitations and allow variations, tolerances, and exemptions to and from any or all provisions of that Act whenever the Secretary finds such action to be necessary and proper in the public interest to prevent injustice, or undue hardship, or to avoid serious impairment of the conduct of Government business. Any request for such action by the Secretary shall be submitted in writing, and shall set forth the reasons for which the request is made.

(b) *Exemptions.* Pursuant to section 105 of the Contract Work Hours and Safety Standards Act, the following classes of contracts are found exempt from all provisions of that Act in order to prevent injustice, undue hardship, or serious impairment of Government business:

(1) Contract work performed in a workplace within a foreign country or within territory under the jurisdiction of the United States other than the following: A State of the United States; the District of Columbia; Puerto Rico; the Virgin Islands; Outer Continental Shelf lands defined in the Outer Continental Shelf Lands Act (ch. 345, 67 Stat. 462); American Samoa; Guam; Wake Island; Eniwetok Atoll; Kwajalein Atoll; and Johnston Island.

(2) Agreements entered into by or on behalf of the Commodity Credit Corporation providing for the storing in or handling by commercial warehouses of wheat, corn, oats, barley, rye, grain sorghums, soybeans, flaxseed, rice, naval stores, tobacco, peanuts, dry beans, seeds, cotton, and wool.

(3) Sales of surplus power by the Tennessee Valley Authority to States, counties, municipalities, cooperative organization of citizens or farmers, corporations and other individuals pursuant to section 10 of the Tennessee Valley Authority Act of 1933 (16 U.S.C. 8311).

(c) *Tolerances.* (1) The "basic rate of pay" under section 102 of the Contract Work Hours and Safety Standards Act may be computed as an hourly equivalent to the rate on which time-and-one-half overtime compensation may be computed and paid under section 7 of the Fair Labor Standards Act of 1938, as amended (29 U.S.C. 207), as interpreted in part 778 of this title. This tolerance is found to be necessary and proper in the public interest in order to prevent undue hardship.

(2) Concerning the tolerance provided in paragraph (c)(1) of this section, the provisions of section 7(d)(2) of the Fair Labor Standards Act and §778.7 of this title should be noted. Under these provisions, payments for occasional periods when no work is performed, due to vacations, and similar causes are excludable from the "regular rate" under the Fair Labor Standards Act. Such payments, therefore, are also excludable from the "basic rate" under the Contract Work Hours and Safety Standards Act.

(3) See §5.8(c) providing a tolerance subdelegating authority to the heads of agencies to make appropriate adjustments in the assessment of liquidated damages totaling \$500 or less under specified circumstances.

(4)(i) Time spent in an organized program of related, supplemental instruction by laborers or mechanics employed under bona fide apprenticeship or training programs may be excluded from working time if the criteria prescribed in paragraphs (c)(4)(ii) and (iii) of this section are met.

(ii) The apprentice or trainee comes within the definition contained in §5.2(n).

(iii) The time in question does not involve productive work or performance of the apprentice's or trainee's regular duties.

(d) *Variations.* (1) In the event of failure or refusal of the contractor or any subcontractor to comply with overtime pay requirements of the Contract Work Hours and Safety Standards Act, if the funds withheld by Federal agencies for the violations are not sufficient to pay fully both the unpaid wages due laborers and mechanics and the liquidated damages due the United States, the available funds shall be used first to compensate the laborers and mechanics for the wages to which they are entitled (or an equitable portion thereof when the funds are not adequate for this purpose); and the balance, if any, shall be used for the payment of liquidated damages.

(2) In the performance of any contract entered into pursuant to the provisions of 38 U.S.C. 620 to provide nursing home care of veterans, no contractor or subcontractor under such contract shall be deemed in violation of section 102 of the Contract Work Hours and Safety Standards Act by virtue of failure to pay the overtime wages required by such section for work in excess of 40 hours in the workweek to any individual employed by an establishment which is an institution primarily engaged in the care of the sick, the aged, or the mentally ill or defective who reside on the premises if, pursuant to an agreement or understanding arrived at between the employer and the employee before performance of the work, a work period of 14 consecutive days is accepted in lieu of the workweek of 7 consecutive days for the purpose of overtime compensation and if such individual receives compensation for employment in excess of 8 hours in any workday and in excess of 80 hours in such 14-day period at a rate not less than 1 1/2 times the regular rate at which the individual is employed, computed in accordance with the requirements of the Fair Labor Standards Act of 1938, as amended.

(3) Any contractor or subcontractor performing on a government contract the principal purpose of which is the furnishing of fire fighting or suppression and related services, shall not be deemed to be in violation of section 102 of the Contract Work Hour and Safety Standards Act for failing to pay the overtime compensation required by section 102 of the Act in accordance with the basic rate of pay as defined in paragraph (c)(1) of this section, to any pilot or copilot of a fixed-wing or rotary-wing aircraft employed on such contract if:

(i) Pursuant to a written employment agreement between the contractor and the employee which is arrived at before performance of the work.

(A) The employee receives gross wages of not less than \$300 per week regardless of the total number of hours worked in any workweek, and

(B) Within any workweek the total wages which an employee receives are not less than the wages to which the employee would have been entitled in that workweek if the employee were paid the minimum hourly wage required under the contract pursuant to the provisions of the Service Contract Act of 1965 and any applicable wage determination issued thereunder for all hours worked, plus an additional premium payment of one-half times such minimum hourly wage for all hours worked in excess of 40 hours in the workweek;

(ii) The contractor maintains accurate records of the total daily and weekly hours of work performed by such employee on the government contract. In the event these conditions for the exemption are not met, the requirements of section 102 of the Contract Work Hours and Safety Standards Act shall be applicable to the contract from the date the contractor or subcontractor fails to satisfy the conditions until completion of the contract. (Reporting and recordkeeping requirements in paragraph (d)(2) have been approved by the Office of Management and Budget under control numbers 1215-0140 and 1215-0017. Reporting and recordkeeping requirements in paragraph (d)(3)(ii) have been approved by the Office of Management and Budget under control number 1215-0017)

[48 FR 19541, Apr. 29, 1983, as amended at 51 FR 12265, Apr. 9, 1986; 61 FR 40716, Aug. 5, 1996]

§ 5.16 Training plans approved or recognized by the Department of Labor prior to August 20, 1975.

(a) Notwithstanding the provisions of §5.5(a)(4)(ii) relating to the utilization of trainees on Federal and federally assisted construction, no contractor shall be required to obtain approval of a training program which, prior to August 20, 1975, was approved by the Department of Labor for purposes of the Davis-Bacon and Related Acts, was established by agreement of organized labor and management and therefore recognized by the Department, and/or was recognized by the Department under Executive Order 11246, as amended. A copy of the program and evidence of its prior approval, if applicable shall be submitted to the Employment and Training Administration, which shall certify such prior approval or recognition of the program. In every other respect, the provisions of §5.5(a)(4)(ii)—including those relating to registration of trainees, permissible ratios, and wage rates to be paid—shall apply to these programs.

(b) Every trainee employed on a contract executed on and after August 20, 1975, in one of the above training programs must be individually registered in the program in accordance with Employment and Training Administration procedures, and must be paid at the rate specified in the program for the level of progress. Any such employee listed on the payroll at a trainee rate who is not registered and participating in a program certified by ETA pursuant to this section, or approved and certified by ETA pursuant to §5.5(a)(4)(ii), must be paid the wage rate determined by the Secretary of Labor for the classification of work actually performed. The ratio of trainees to journeymen shall not be greater than permitted by the terms of the program.

(c) In the event a program which was recognized or approved prior to August 20, 1975, is modified, revised, extended, or renewed, the changes in the program or its renewal must be approved by the Employment and Training Administration before they may be placed into effect.

§ 5.17 Withdrawal of approval of a training program.

If at any time the Employment and Training Administration determines, after opportunity for a hearing, that the standards of any program, whether it is one recognized or approved prior to August 20, 1975, or a program subsequently approved, have not been complied with, or that such a program fails to provide adequate training for participants, a contractor will no longer be permitted to utilize trainees at less than the predetermined rate for the classification of work actually performed until an acceptable program is approved.

Subpart B—Interpretation of the Fringe Benefits Provisions of the Davis-Bacon Act

Source: 29 FR 13465, Sept. 30, 1964, unless otherwise noted.

§ 5.20 Scope and significance of this subpart.

The 1964 amendments (Pub. L. 88–349) to the Davis-Bacon Act require, among other things, that the prevailing wage determined for Federal and federally-assisted construction include: (a) The basic hourly rate of pay; and (b) the amount contributed by the contractor or subcontractor for certain fringe benefits (or the cost to them of such benefits). The purpose of this subpart is to explain the provisions of these amendments. This subpart makes available in one place official interpretations of the fringe benefits provisions of the Davis-Bacon Act. These interpretations will guide the Department of Labor in carrying out its responsibilities under these provisions. These interpretations are intended also for the guidance of contractors, their associations, laborers and mechanics and their organizations, and local, State and Federal agencies, who may be concerned with these provisions of the law. The interpretations contained in this subpart are authoritative and may be relied upon as provided for in section 10 of the Portal-to-Portal Act of 1947 (29 U.S.C. 359). The omission to discuss a particular problem in this subpart or in interpretations supplementing it should not be taken to indicate the adoption of any position by the Secretary of Labor with respect to such problem or to constitute an administrative interpretation, practice, or enforcement policy. Questions on matters not fully covered by this subpart may be referred to the Secretary for interpretation as provided in §5.12.

§ 5.21 [Reserved]

§ 5.22 Effect of the Davis-Bacon fringe benefits provisions.

The Davis-Bacon Act and the prevailing wage provisions of the related statutes listed in §1.1 of this subtitle confer upon the Secretary of Labor the authority to predetermine, as minimum wages, those wage rates found to be prevailing for corresponding classes of laborers and mechanics employed on projects of a character similar to the contract work in the area in which the work is to be performed. See paragraphs (a) and (b) of §1.2 of this subtitle. The fringe benefits amendments enlarge the scope of this authority by including certain bona fide fringe benefits within the meaning of the terms “wages”, “scale of wages”, “wage rates”, “minimum wages” and “prevailing wages”, as used in the Davis-Bacon Act.

§ 5.23 The statutory provisions.

The fringe benefits provisions of the 1964 amendments to the Davis-Bacon Act are, in part, as follows:

(b) As used in this Act the term “wages”, “scale of wages”, “wage rates”, “minimum wages”, and “prevailing wages” shall include—

(1) The basic hourly rate of pay; and

(2) The amount of—

(A) The rate of contribution irrevocably made by a contractor or subcontractor to a trustee or to a third person pursuant to a fund, plan, or program; and

(B) The rate of costs to the contractor or subcontractor which may be reasonably anticipated in providing benefits to laborers and mechanics pursuant to an enforceable commitment to carry out a financially responsible plan or program which was communicated in writing to the laborers and mechanics affected, for medical or hospital care, pensions on retirement or death, compensation for injuries or illness resulting from occupational activity, or insurance to provide any of the foregoing, for unemployment benefits, life insurance, disability and sickness insurance, or accident insurance, for vacation and holiday pay, for defraying costs of apprenticeship or other similar programs, or for other bona fide fringe benefits, but only where the contractor or subcontractor is not required by other Federal, State, or local law to provide any of such benefits * * *.

§ 5.24 The basic hourly rate of pay.

“The basic hourly rate of pay” is that part of a laborer's or mechanic's wages which the Secretary of Labor would have found and included in wage determinations prior to the 1964 amendments. The Secretary of Labor is required to

continue to make a separate finding of this portion of the wage. In general, this portion of the wage is the cash payment made directly to the laborer or mechanic. It does not include fringe benefits.

§ 5.25 Rate of contribution or cost for fringe benefits.

(a) Under the amendments, the Secretary is obligated to make a separate finding of the rate of contribution or cost of fringe benefits. Only the amount of contributions or costs for fringe benefits which meet the requirements of the act will be considered by the Secretary. These requirements are discussed in this subpart.

(b) The rate of contribution or cost is ordinarily an hourly rate, and will be reflected in the wage determination as such. In some cases, however, the contribution or cost for certain fringe benefits may be expressed in a formula or method of payment other than an hourly rate. In such cases, the Secretary may in his discretion express in the wage determination the rate of contribution or cost used in the formula or method or may convert it to an hourly rate of pay whenever he finds that such action would facilitate the administration of the Act. See §5.5(a)(1)(i) and (iii).

§ 5.26 “* * * contribution irrevocably made * * * to a trustee or to a third person”.

Under the fringe benefits provisions (section 1(b)(2) of the Act) the amount of contributions for fringe benefits must be made to a trustee or to a third person irrevocably. The “third person” must be one who is not affiliated with the contractor or subcontractor. The trustee must assume the usual fiduciary responsibilities imposed upon trustees by applicable law. The trust or fund must be set up in such a way that in no event will the contractor or subcontractor be able to recapture any of the contributions paid in or any way divert the funds to his own use or benefit. Although contributions made to a trustee or third person pursuant to a benefit plan must be irrevocably made, this does not prevent return to the contractor or subcontractor of sums which he had paid in excess of the contributions actually called for by the plan, as where such excess payments result from error or from the necessity of making payments to cover the estimated cost of contributions at a time when the exact amount of the necessary contributions under the plan is not yet ascertained. For example, a benefit plan may provide for definite insurance benefits for employees in the event of the happening of a specified contingency such as death, sickness, accident, etc., and may provide that the cost of such definite benefits, either in full or any balance in excess of specified employee contributions, will be borne by the contractor or subcontractor. In such a case the return by the insurance company to the contractor or subcontractor of sums paid by him in excess of the amount required to provide the benefits which, under the plan, are to be provided through contributions by the contractor or subcontractor, will not be deemed a recapture or diversion by the employer of contributions made pursuant to the plan. (See Report of the Senate Committee on Labor and Public Welfare, S. Rep. No. 963, 88th Cong., 2d Sess., p. 5.)

§ 5.27 “* * * fund, plan, or program”.

The contributions for fringe benefits must be made pursuant to a fund, plan or program (sec. 1(b)(2)(A) of the act). The phrase “fund, plan, or program” is merely intended to recognize the various types of arrangements commonly used to provide fringe benefits through employer contributions. The phrase is identical with language contained in section 3(1) of the Welfare and Pension Plans Disclosure Act. In interpreting this phrase, the Secretary will be guided by the experience of the Department in administering the latter statute. (See Report of Senate Committee on Labor and Public Welfare, S. Rep. No. 963, 88th Cong., 2d Sess., p. 5.)

§ 5.28 Unfunded plans.

(a) The costs to a contractor or subcontractor which may be reasonably anticipated in providing benefits of the types described in the act pursuant to an enforceable commitment to carry out a financially responsible plan or program, are considered fringe benefits within the meaning of the act (see 1(b)(2)(B) of the act). The legislative history suggests that these provisions were intended to permit the consideration of fringe benefits meeting, among others, these requirements and which are provided from the general assets of a contractor or subcontractor. (Report of the House Committee on Education and Labor, H. Rep. No. 308, 88th Cong., 1st Sess., p. 4.)

(b) No type of fringe benefit is eligible for consideration as a so-called unfunded plan unless:

- (1) It could be reasonably anticipated to provide benefits described in the act;
- (2) It represents a commitment that can be legally enforced;

(3) It is carried out under a financially responsible plan or program; and

(4) The plan or program providing the benefits has been communicated in writing to the laborers and mechanics affected. (See S. Rep. No. 963, p. 6.)

(c) It is in this manner that the act provides for the consideration of unfunded plans or programs in finding prevailing wages and in ascertaining compliance with the Act. At the same time, however, there is protection against the use of this provision as a means of avoiding the act's requirements. The words "reasonably anticipated" are intended to require that any unfunded plan or program be able to withstand a test which can perhaps be best described as one of actuarial soundness. Moreover, as in the case of other fringe benefits payable under the act, an unfunded plan or program must be "bona fide" and not a mere simulation or sham for avoiding compliance with the act. (See S. Rep. No. 963, p. 6.) The legislative history suggests that in order to insure against the possibility that these provisions might be used to avoid compliance with the act, the committee contemplates that the Secretary of Labor in carrying out his responsibilities under Reorganization Plan No. 14 of 1950, may direct a contractor or subcontractor to set aside in an account assets which, under sound actuarial principles, will be sufficient to meet the future obligation under the plan. The preservation of this account for the purpose intended would, of course, also be essential. (S. Rep. No. 963, p. 6.) This is implemented by the contractual provisions required by §5.5(a)(1)(iv).

§ 5.29 Specific fringe benefits.

(a) The act lists all types of fringe benefits which the Congress considered to be common in the construction industry as a whole. These include the following: Medical or hospital care, pensions on retirement or death, compensation for injuries or illness resulting from occupational activity, or insurance to provide any of the foregoing, unemployment benefits, life insurance, disability and sickness insurance, or accident insurance, vacation and holiday pay, defrayment of costs of apprenticeship or other similar programs, or other bona fide fringe benefits, but only where the contractor or subcontractor is not required by other Federal, State, or local law to provide any of such benefits.

(b) The legislative history indicates that it was not the intent of the Congress to impose specific standards relating to administration of fringe benefits. It was assumed that the majority of fringe benefits arrangements of this nature will be those which are administered in accordance with requirements of section 302(c)(5) of the National Labor Relations Act, as amended (S. Rep. No. 963, p. 5).

(c) The term "other bona fide fringe benefits" is the so-called "open end" provision. This was included so that new fringe benefits may be recognized by the Secretary as they become prevailing. It was pointed out that a particular fringe benefit need not be recognized beyond a particular area in order for the Secretary to find that it is prevailing in that area. (S. Rep. No. 963, p. 6).

(d) The legislative reports indicate that, to insure against considering and giving credit to any and all fringe benefits, some of which might be illusory or not genuine, the qualification was included that such fringe benefits must be "bona fide" (H. Rep. No. 308, p. 4; S. Rep. No. 963, p. 6). No difficulty is anticipated in determining whether a particular fringe benefit is "bona fide" in the ordinary case where the benefits are those common in the construction industry and which are established under a usual fund, plan, or program. This would be typically the case of those fringe benefits listed in paragraph (a) of this section which are funded under a trust or insurance program. Contractors may take credit for contributions made under such conventional plans without requesting the approval of the Secretary of Labor under §5.5(a)(1)(iv).

(e) Where the plan is not of the conventional type described in the preceding paragraph, it will be necessary for the Secretary to examine the facts and circumstances to determine whether they are "bona fide" in accordance with requirements of the act. This is particularly true with respect to unfunded plans. Contractors or subcontractors seeking credit under the act for costs incurred for such plans must request specific permission from the Secretary under §5.5(a)(1)(iv).

(f) The act excludes fringe benefits which a contractor or subcontractor is obligated to provide under other Federal, State, or local law. No credit may be taken under the act for the payments made for such benefits. For example, payment for workmen's compensation insurance under either a compulsory or elective State statute are not considered payments for fringe benefits under the Act. While each situation must be separately considered on its own merits, payments made for travel, subsistence or to industry promotion funds are not normally payments for fringe benefits under the Act. The omission in the Act of any express reference to these payments, which are common in the construction industry, suggests that these payments should not normally be regarded as bona fide fringe benefits under the Act.

§ 5.30 Types of wage determinations.

(a) When fringe benefits are prevailing for various classes of laborers and mechanics in the area of proposed construction, such benefits are includable in any Davis-Bacon wage determination. Illustrations, contained in paragraph (c) of this section, demonstrate some of the different types of wage determinations which may be made in such cases. (b) Wage determinations of the Secretary of Labor under the act do not include fringe benefits for various classes of laborers and mechanics whenever such benefits do not prevail in the area of proposed construction. When this occurs the wage determination will contain only the basic hourly rates of pay, that is only the cash wages which are prevailing for the various classes of laborers and mechanics. An illustration of this situation is contained in paragraph (c) of this section.

(c) Illustrations:

Classes	Basic hourly rates	Fringe benefits payments				
		Health and welfare	Pensions	Vacations	Apprenticeship program	Others
Laborers	\$3.25					
Carpenters	4.00	\$0.15				
Painters	3.90	.15	\$0.10	\$0.20		
Electricians	4.85	.10	.15			
Plumbers	4.95	.15	.20		\$0.05	
Ironworkers	4.60			.10		

(It should be noted this format is not necessarily in the exact form in which determinations will issue; it is for illustration only.)

§ 5.31 Meeting wage determination obligations.

(a) A contractor or subcontractor performing work subject to a Davis-Bacon wage determination may discharge his minimum wage obligations for the payment of both straight time wages and fringe benefits by paying in cash, making payments or incurring costs for "bona fide" fringe benefits of the types listed in the applicable wage determination or otherwise found prevailing by the Secretary of Labor, or by a combination thereof.

(b) A contractor or subcontractor may discharge his obligations for the payment of the basic hourly rates and the fringe benefits where both are contained in a wage determination applicable to his laborers or mechanics in the following ways:

(1) By paying not less than the basic hourly rate to the laborers or mechanics and by making the contributions for the fringe benefits in the wage determinations, as specified therein. For example, in the illustration contained in paragraph (c) of §5.30, the obligations for "painters" will be met by the payment of a straight time hourly rate of not less than \$3.90 and by contributing not less than at the rate of 15 cents an hour for health and welfare benefits, 10 cents an hour for pensions, and 20 cents an hour for vacations; or

(2) By paying not less than the basic hourly rate to the laborers or mechanics and by making contributions for "bona fide" fringe benefits in a total amount not less than the total of the fringe benefits required by the wage determination. For example, the obligations for "painters" in the illustration in paragraph (c) of §5.30 will be met by the payment of a straight time hourly rate of not less than \$3.90 and by contributions of not less than a total of 45 cents an hour for "bona fide" fringe benefits; or

(3) By paying in cash directly to laborers or mechanics for the basic hourly rate and by making an additional cash payment in lieu of the required benefits. For example, where an employer does not make payments or incur costs for

fringe benefits, he would meet his obligations for “painters” in the illustration in paragraph (c) of §5.30, by paying directly to the painters a straight time hourly rate of not less than \$4.35 (\$3.90 basic hourly rate plus 45 cents for fringe benefits); or

(4) As stated in paragraph (a) of this section, the contractor or subcontractor may discharge his minimum wage obligations for the payment of straight time wages and fringe benefits by a combination of the methods illustrated in paragraphs (b)(1) thru (3) of this section. Thus, for example, his obligations for “painters” may be met by an hourly rate, partly in cash and partly in payments or costs for fringe benefits which total not less than \$4.35 (\$3.90 basic hourly rate plus 45 cents for fringe benefits). The payments in such case may be \$4.10 in cash and 25 cents in payments or costs in fringe benefits. Or, they may be \$3.75 in cash and 60 cents in payments or costs for fringe benefits.

[30 FR 13136, Oct. 15, 1965]

§ 5.32 Overtime payments.

(a) The act excludes amounts paid by a contractor or subcontractor for fringe benefits in the computation of overtime under the Fair Labor Standards Act, the Contract Work Hours and Safety Standards Act, and the Walsh-Healey Public Contracts Act whenever the overtime provisions of any of these statutes apply concurrently with the Davis-Bacon Act or its related prevailing wage statutes. It is clear from the legislative history that in no event can the regular or basic rate upon which premium pay for overtime is calculated under the aforementioned Federal statutes be less than the amount determined by the Secretary of Labor as the basic hourly rate (i.e. cash rate) under section 1(b)(1) of the Davis-Bacon Act. (See S. Rep. No. 963, p. 7.) Contributions by employees are not excluded from the regular or basic rate upon which overtime is computed under these statutes; that is, an employee's regular or basic straight-time rate is computed on his earnings before any deductions are made for the employee's contributions to fringe benefits. The contractor's contributions or costs for fringe benefits may be excluded in computing such rate so long as the exclusions do not reduce the regular or basic rate below the basic hourly rate contained in the wage determination.

(b) The legislative report notes that the phrase “contributions irrevocably made by a contractor or subcontractor to a trustee or to a third person pursuant to a fund, plan, or program” was added to the bill in Committee. This language in essence conforms to the overtime provisions of section 7(d)(4) of the Fair Labor Standards Act, as amended. The intent of the committee was to prevent any avoidance of overtime requirements under existing law. See H. Rep. No. 308, p. 5.

(c)(1) The act permits a contractor or subcontractor to pay a cash equivalent of any fringe benefits found prevailing by the Secretary of Labor. Such a cash equivalent would also be excludable in computing the regular or basic rate under the Federal overtime laws mentioned in paragraph (a). For example, the W construction contractor pays his laborers or mechanics \$3.50 in cash under a wage determination of the Secretary of Labor which requires a basic hourly rate of \$3 and a fringe benefit contribution of 50 cents. The contractor pays the 50 cents in cash because he made no payments and incurred no costs for fringe benefits. Overtime compensation in this case would be computed on a regular or basic rate of \$3.00 an hour. However, in some cases a question of fact may be presented in ascertaining whether or not a cash payment made to laborers or mechanics is actually in lieu of a fringe benefit or is simply part of their straight time cash wage. In the latter situation, the cash payment is not excludable in computing overtime compensation. Consider the examples set forth in paragraphs (c)(2) and (3) of this section.

(2) The X construction contractor has for some time been paying \$3.25 an hour to a mechanic as his basic cash wage plus 50 cents an hour as a contribution to a welfare and pension plan. The Secretary of Labor determines that a basic hourly rate of \$3 an hour and a fringe benefit contribution of 50 cents are prevailing. The basic hourly rate or regular rate for overtime purposes would be \$3.25, the rate actually paid as a basic cash wage for the employee of X, rather than the \$3 rate determined as prevailing by the Secretary of Labor.

(3) Under the same prevailing wage determination, discussed in paragraph (c)(2) of this section, the Y construction contractor who has been paying \$3 an hour as his basic cash wage on which he has been computing overtime compensation reduces the cash wage to \$2.75 an hour but computes his costs of benefits under section 1(b)(2)(B) as \$1 an hour. In this example the regular or basic hourly rate would continue to be \$3 an hour. See S. Rep. No. 963, p. 7.

General Decision Number: AZ180008 01/05/2018 AZ8

Superseded General Decision Number: AZ20170008

State: Arizona

Construction Type: Highway

Counties: Coconino, Maricopa, Mohave, Pima, Pinal, Yavapai and Yuma Counties in Arizona.

HIGHWAY CONSTRUCTION PROJECTS

Note: Under Executive Order (EO) 13658, an hourly minimum wage of \$10.35 for calendar year 2018 applies to all contracts subject to the Davis-Bacon Act for which the contract is awarded (and any solicitation was issued) on or after January 1, 2015. If this contract is covered by the EO, the contractor must pay all workers in any classification listed on this wage determination at least \$10.35 per hour (or the applicable wage rate listed on this wage determination, if it is higher) for all hours spent performing on the contract in calendar year 2018. The EO minimum wage rate will be adjusted annually. Please note that this EO applies to the above-mentioned types of contracts entered into by the federal government that are subject to the Davis-Bacon Act itself, but it does not apply to contracts subject only to the Davis-Bacon Related Acts, including those set forth at 29 CFR 5.1(a)(2)-(60). Additional information on contractor requirements and worker protections under the EO is available at www.dol.gov/whd/govcontracts.

Modification Number
0

Publication Date
01/05/2018

	Rates	Fringes
CARPENTER (Including Cement Form Work).....	\$ 25.48	11.54

 ENGI0428-001 06/01/2017

	Rates	Fringes
POWER EQUIPMENT OPERATOR		
Group 1.....	\$ 24.09	10.52
Group 2.....	\$ 27.36	10.52
Group 3.....	\$ 28.44	10.52
Group 4.....	\$ 29.47	10.52

POWER EQUIPMENT OPERATORS CLASSIFICATIONS:

GROUP 1: A-frame boom truck, air compressor, Beltcrete, boring bridge and texture, brakeman, concrete mixer (skip type), conductor, conveyor, cross timing and pipe float, curing machine, dinky (under 20 tons), elevator hoist (Husky and similar), firemen, forklift, generator (all), handler, highline cableway signalman, hydrographic mulcher, joint inserter, jumbo finishing machine, Kolman belt loader, machine conveyor, multiple power concrete saw, pavement breaker, power grizzly, pressure grout machine, pump, self-propelled chip spreading machine, slurry seal machine (Moto paver driver), small self-propelled compactor (with blade-backfill, ditch operation), straw blower, tractor (wheel type), tripper, tugger (single drum), welding machine, winch truck

GROUP 2:

ALL COUNTIES INCLUDING MARICOPA: Aggregate Plant, Asphalt plant Mixer, Bee Gee, Boring Machine, Concrete Pump, Concrete Mechanical Tamping-Spreading Finishing Machine, Concrete Batch Plant, Concrete Mixer (paving & mobile), Elevating Grader (except as otherwise classified), Field Equipment Serviceman, Locomotive Engineer (including Dinky 20 tons & over), Moto-Paver, Oiler-Driver, Operating Engineer Rigger, Power Jumbo Form Setter, Road Oil Mixing Machine, Self-Propelled Compactor (with blade-grade operation), Slip Form (power driven lifting device for concrete forms), Soil Cement Road Mixing Machine, Pipe-Wrapping & Cleaning Machine (stationary or traveling), Surface Heater & Planer, Trenching Machine, Tugger (2 or more drums).

MARICOPA COUNTY ONLY: Backhoe < 1 cu yd, Motor Grader (rough), Scraper (pneumatic tired), Roller (all types asphalt), Screed, Skip Loader (all types 3<6 cu yd), Tractor (dozer, pusher-all).

GROUP 3:

ALL COUNTIES INCLUDING MARICOPA: Auto Grade Machine, Barge, Boring Machine (including Mole, Badger & similar type directional/horizontal), Crane (crawler & pneumatic 15>100 tons), Crawler type Tractor with boom attachment & slope bar, Derrick, Gradall, Heavy Duty Mechanic-Welder, Helicopter Hoist or Pilot, Highline Cableway, Mechanical Hoist, Mucking Machine, Overhead Crane, Pile Driver Engineer (portable, stationary or skid), Power Driven Ditch Lining or Ditch Trimming Machine, Remote Control Earth Moving Machine, Slip Form Paving Machine (including Gunnert, Zimmerman & similar types), Tower Crane or similar type.

MARICOPA COUNTY ONLY: Backhoe<10 cu yd, Clamshell < 10 cu yd, Concrete Pump (truck mounted with boom only), Dragline <10 cu yd, Grade Checker, Motor Grader (finish-any type power blade), Shovel < 10 cu yd.

GROUP 4: Backhoe 10 cu yd and over, Clamshell 10 cu yd and over, Crane (pneumatic or crawler 100 tons & over), Dragline 10 cu yd and over, Shovel 10 cu yd and over.

All Operators, Oilers, and Motor Crane Drivers on equipment with Booms, except concrete pumping truck booms, including Jibs, shall receive \$0.01 per hour per foot over 80 ft in addition to regular rate of pay

Premium pay for performing hazardous waste removal \$0.50 per hour over base rate.

* IRON0075-004 08/01/2017

COCONINO, MARICOPA, MOHAVE, YAVAPAI & YUMA COUNTIES

	Rates	Fringes
Ironworker, Rebar.....	\$ 26.00	18.85

Zone 1: 0 to 50 miles from City Hall in Phoenix or Tucson

Zone 2: 050 to 100 miles - Add \$4.00

Zone 3: 100 to 150 miles - Add \$5.00

Zone 4: 150 miles & over - Add \$6.50

LABO0383-002 06/01/2017

	Rates	Fringes
Laborers:		
Group 1.....	\$ 17.93	5.01
Group 2.....	\$ 18.83	5.01
Group 3.....	\$ 19.53	5.01
Group 4.....	\$ 20.47	5.01
Group 5.....	\$ 21.33	5.01

LABORERS CLASSIFICATIONS:

GROUP 1: All Counties: Chipper, Rip Rap Stoneman. Pinal County Only: General/Cleanup Laborer. Maricopa County Only: Flagger.

GROUP 2: Asphalt Laborer (Shoveling-excluding Asphalt Raker or Ironer), Bander, Cement Mason Tender, Concrete Mucker, Cutting Torch Operator, Fine Grader, Guinea Chaser, Power Type Concrete Buggy

GROUP 3: Chain Saw, Concrete Small Tools, Concrete Vibrating Machine, Cribber & Shorer (except tunnel), Hydraulic Jacks and similar tools, Operator and Tender of Pneumatic and Electric Tools (not herein separately classified), Pipe Caulker and Back-Up Man-Pipeline, Pipe Wrapper, Pneumatic Gopher, Pre-Cast Manhole Erector, Rigger and Signal Man-Pipeline

GROUP 4: Air and Water Washout Nozzleman; Bio-Filter, Pressman, Installer, Operator; Scaffold Laborer; Chuck Tender; Concrete Cutting Torch; Gunite; Hand-Guided Trencher; Jackhammer and/or Pavement Breaker; Scaler (using boson's chair or safety belt); Tamper (mechanical all types).

GROUP 5: AC Dumpman, Asbestos Abatement, Asphalt Raker II, Drill Doctor/Air Tool Repairman, Hazardous Waste Removal, Lead Abatement, Lead Pipeman, Process Piping Installer, Scaler (Driller), Pest Technician/Weed Control, Scissor Lift, Hydro Mobile Scaffold Builder.

Rates Fringes

PAINTER

PAINTER (Yavapai County only), SAND BLASTER/WATER BLASTER
(all Counties).....\$ 19.50 4.85

ZONE PAY: More than 100 miles from Old Phoenix Courthouse \$3.50 additional per hour.

SUAZ2009-001 04/20/2009

	Rates	Fringes
CEMENT MASON.....	\$ 19.28	3.99
ELECTRICIAN.....	\$ 22.84	6.48
IRONWORKER (Rebar)		
Pima County.....	\$ 23.17	14.83
Pinal County.....	\$ 20.27	8.35
LABORER		
Asphalt Raker.....	\$ 15.49	3.49
Compaction Tool Operator.....	\$ 14.59	2.91
Concrete Worker.....	\$ 13.55	3.20
Concrete/Asphalt Saw.....	\$ 13.95	2.58
Driller-Core, diamond, wagon, air track.....	\$ 16.94	3.12
Dumpman Spotter.....	\$ 14.99	3.16
Fence Builder.....	\$ 13.28	2.99
Flagger		
Coconino, Mohave, Pima, Pinal, Yavapai & Yuma.....	\$ 12.35	1.59
Formsetter.....	\$ 16.09	3.97
General/Cleanup Laborer		
Coconino, Maricopa, Mohave, Pima, Yavapai & Yuma.....	\$ 14.54	3.49
Grade Setter (Pipeline).....	\$ 17.83	5.45
Guard Rail Installer.....	\$ 13.28	2.99
Landscape Laborer.....	\$ 11.39	
Landscape Sprinkler Installer.....	\$ 15.27	
Pipelayer.....	\$ 14.81	2.96
Powderman, Hydrasonic.....	\$ 16.39	2.58
OPERATOR: Power Equipment		
Asphalt Laydown Machine.....	\$ 21.19	6.05
Backhoe < 1 cu yd		
Coconino, Mohave, Pima, Pinal, Yavapai & Yuma.....	\$ 17.37	3.85
Backhoe < 10 cu yd		
Coconino, Mohave, Pima, Pinal, Yavapai & Yuma.....	\$ 18.72	3.59
Clamshell < 10 cu yd		
Coconino, Mohave, Pima, Pinal, Yavapai & Yuma.....	\$ 18.72	3.59
Concrete Pump (Truck Mounted with boom only)		
Coconino, Mohave, Pima, Pinal, Yavapai & Yuma.....	\$ 19.92	7.10
Crane (under 15 tons).....	\$ 21.35	7.36
Dragline (up to 10 cu yd)		
Coconino, Mohave, Pima, Pinal, Yavapai & Yuma.....	\$ 18.72	3.59

Drilling Machine (including Water Wells).....	\$ 20.58	5.65
Grade Checker		
Coconino, Mohave, Pima, Pinal, Yavapai & Yuma.....	\$ 16.04	3.68
Hydrographic Seeder.....	\$ 15.88	7.67
Mass Excavator.....	\$ 20.97	4.28
Milling Machine/Rotomill.....	\$ 21.42	7.45
Motor Grader (Finish-any type power blade)		
Coconino, Mohave, Pima, Pinal, Yavapai & Yuma.....	\$ 21.92	4.66
Motor Grader (Rough)		
Coconino, Mohave, Pima, Pinal, Yavapai & Yuma.....	\$ 20.07	4.13
Oiler.....	\$ 18.15	8.24
Power Sweeper.....	\$ 16.76	4.44
Roller (all types Asphalt)		
Coconino, Mohave, Pima, Pinal, Yavapai & Yuma.....	\$ 18.27	3.99
Roller (excluding asphalt).....	\$ 15.65	3.32
Scraper (pneumatic tired)		
Coconino, Mohave, Pima, Pinal, Yavapai & Yuma.....	\$ 17.69	3.45
Screed		
Coconino, Mohave, Pima, Pinal, Yavapai & Yuma.....	\$ 17.54	3.72
Shovel < 10 cu yd		
Coconino, Mohave, Pima, Pinal, Yavapai & Yuma.....	\$ 18.72	3.59
Skip Loader (all types <3 cu yd).....	\$ 18.28	5.30
Skip Loader (all types 3 < 6 cu yd)		
Coconino, Mohave, Pima, Pinal, Yavapai & Yuma.....	\$ 18.64	4.86
Skip Loader (all types 6 < 10 cu yd).....	\$ 20.15	4.52
Tractor (dozer, pusher - all)		
Coconino, Mohave, Pima, Pinal, Yavapai & Yuma.....	\$ 17.26	2.65

PAINTER

Coconino, Maricopa, Mohave, Pima, Pinal & Yuma.....	\$ 15.57	3.92
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TRUCK DRIVER

2 or 3 Axle Dump or Flatrack.....	\$ 16.27	3.30
5 Axle Dump or Flatrack.....	\$ 13.97	2.89
6 Axle Dump or Flatrack (< 16 cu yd).....	\$ 17.79	6.42
Belly Dump.....	\$ 14.67	
Oil Tanker Bootman.....	\$ 22.03	
Self-Propelled Street Sweeper.....	\$ 13.11	5.48
Water Truck 2500 < 3900 gallons.....	\$ 18.14	4.55
Water Truck 3900 gallons and over.....	\$ 15.92	3.33
Water Truck under 2500 gallons.....	\$ 15.94	4.16

WELDERS - Receive rate prescribed for craft performing operation to which welding is incidental.

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Note: Executive Order (EO) 13706, Establishing Paid Sick Leave for Federal Contractors applies to all contracts subject to the Davis-Bacon Act for which the contract is awarded (and any solicitation was issued) on or after January 1, 2017. If this contract is covered by the EO, the contractor must provide employees with 1 hour of paid sick leave for every 30 hours they work, up to 56 hours of paid sick leave each year. Employees must be permitted to use paid sick leave for their own illness, injury or other health-related needs, including preventive care; to assist a family member (or person who is like family to the employee) who is ill, injured, or has other health-related needs, including preventive care; or for reasons resulting from, or to assist a family member (or person who is like family to the employee) who is

a victim of, domestic violence, sexual assault, or stalking. Additional information on contractor requirements and worker protections under the EO is available at www.dol.gov/whd/govcontracts.

Unlisted classifications needed for work not included within the scope of the classifications listed may be added after award only as provided in the labor standards contract clauses (29CFR 5.5 (a) (1) (ii)).

The body of each wage determination lists the classification and wage rates that have been found to be prevailing for the cited type(s) of construction in the area covered by the wage determination. The classifications are listed in alphabetical order of "identifiers" that indicate whether the particular rate is a union rate (current union negotiated rate for local), a survey rate (weighted average rate) or a union average rate (weighted union average rate).

Union Rate Identifiers

A four letter classification abbreviation identifier enclosed in dotted lines beginning with characters other than "SU" or "UAVG" denotes that the union classification and rate were prevailing for that classification in the survey. Example: PLUM0198-005 07/01/2014. PLUM is an abbreviation identifier of the union which prevailed in the survey for this classification, which in this example would be Plumbers. 0198 indicates the local union number or district council number where applicable, i.e., Plumbers Local 0198. The next number, 005 in the example, is an internal number used in processing the wage determination. 07/01/2014 is the effective date of the most current negotiated rate, which in this example is July 1, 2014.

Union prevailing wage rates are updated to reflect all rate changes in the collective bargaining agreement (CBA) governing this classification and rate.

Survey Rate Identifiers

Classifications listed under the "SU" identifier indicate that no one rate prevailed for this classification in the survey and the published rate is derived by computing a weighted average rate based on all the rates reported in the survey for that classification. As this weighted average rate includes all rates reported in the survey, it may include both union and non-union rates. Example: SULA2012-007 5/13/2014. SU indicates the rates are survey rates based on a weighted average calculation of rates and are not majority rates. LA indicates the State of Louisiana. 2012 is the year of survey on which these classifications and rates are based. The next number, 007 in the example, is an internal number used in producing the wage determination. 5/13/2014 indicates the survey completion date for the classifications and rates under that identifier.

Survey wage rates are not updated and remain in effect until a new survey is conducted.

Union Average Rate Identifiers

Classification(s) listed under the UAVG identifier indicate that no single majority rate prevailed for those classifications; however, 100% of the data reported for the classifications was union data. EXAMPLE: UAVG-OH-0010 08/29/2014. UAVG indicates that the rate is a weighted union average rate. OH indicates the state. The next number, 0010 in the example, is an internal number used in producing the wage determination. 08/29/2014 indicates the survey completion date for the classifications and rates under that identifier.

A UAVG rate will be updated once a year, usually in January of each year, to reflect a weighted average of the current negotiated/CBA rate of the union locals from which the rate is based.

WAGE DETERMINATION APPEALS PROCESS

1.) Has there been an initial decision in the matter? This can be:

- * an existing published wage determination
- * a survey underlying a wage determination
- * a Wage and Hour Division letter setting forth a position on a wage determination matter
- * a conformance (additional classification and rate) ruling

On survey related matters, initial contact, including requests for summaries of surveys, should be with the Wage and Hour Regional Office for the area in which the survey was conducted because those Regional Offices have responsibility for the Davis-Bacon survey program. If the response from this initial contact is not satisfactory, then the process described in 2.) and 3.) should be followed.

With regard to any other matter not yet ripe for the formal process described here, initial contact should be with the Branch of Construction Wage Determinations. Write to:

Branch of Construction Wage Determinations
Wage and Hour Division
U.S. Department of Labor
200 Constitution Avenue, N.W.
Washington, DC 20210

2.) If the answer to the question in 1.) is yes, then an interested party (those affected by the action) can request review and reconsideration from the Wage and Hour Administrator (See 29 CFR Part 1.8 and 29 CFR Part 7). Write to:

Wage and Hour Admin
U.S. Department of Labor
200 Constitution Avenue, N.W.
Washington, DC 20210

The request should be accompanied by a full statement of the interested party's position and by any information (wage payment data, project description, area practice material, etc.) that the requestor considers relevant to the issue.

3.) If the decision of the Administrator is not favorable, an interested party may appeal directly to the Administrative Review Board (formerly the Wage Appeals Board). Write to:

Administrative Review Board
U.S. Department of Labor
200 Constitution Avenue, N.W.
Washington, DC 20210

4.) All decisions by the Administrative Review Board are final.

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END OF GENERAL DECISION

GUIDELINES FOR HANDLING SONORAN DESERT TORTOISES
ENCOUNTERED ON DEVELOPMENT PROJECTS
Arizona Game and Fish Department
Revised October 23, 2007

The Arizona Game and Fish Department (Department) has developed the following guidelines to reduce potential impacts to desert tortoises, and to promote the continued existence of tortoises throughout the state. These guidelines apply to short-term and/or small-scale projects, depending on the number of affected tortoises and specific type of project.

The Sonoran population of desert tortoises occurs south and east of the Colorado River. Tortoises encountered in the open should be moved out of harm's way to adjacent appropriate habitat. If an occupied burrow is determined to be in jeopardy of destruction, the tortoise should be relocated to the nearest appropriate alternate burrow or other appropriate shelter, as determined by a qualified biologist. Tortoises should be moved less than 48 hours in advance of the habitat disturbance so they do not return to the area in the interim. Tortoises should be moved quickly, kept in an upright position parallel to the ground at all times, and placed in the shade. Separate disposable gloves should be worn for each tortoise handled to avoid potential transfer of disease between tortoises. Tortoises must not be moved if the ambient air temperature exceeds 40 degrees Celsius (105 degrees Fahrenheit) unless an alternate burrow is available or the tortoise is in imminent danger.

A tortoise may be moved up to one-half mile, but no further than necessary from its original location. If a release site, or alternate burrow, is unavailable within this distance, and ambient air temperature exceeds 40 degrees Celsius (105 degrees Fahrenheit), the Department should be contacted to place the tortoise into a Department-regulated desert tortoise adoption program. Tortoises salvaged from projects which result in substantial permanent habitat loss (e.g. housing and highway projects), or those requiring removal during long-term (longer than one week) construction projects, will also be placed in desert tortoise adoption programs. *Managers of projects likely to affect desert tortoises should obtain a scientific collecting permit from the Department to facilitate temporary possession of tortoises.* Likewise, if large numbers of tortoises (>5) are expected to be displaced by a project, the project manager should contact the Department for guidance and/or assistance.

Please keep in mind the following points:

- These guidelines do not apply to the Mohave population of desert tortoises (north and west of the Colorado River). Mohave desert tortoises are specifically protected under the Endangered Species Act, as administered by the U.S. Fish and Wildlife Service.
- These guidelines are subject to revision at the discretion of the Department. We recommend that the Department be contacted during the planning stages of any project that may affect desert tortoises.
- Take, possession, or harassment of wild desert tortoises is prohibited by state law. Unless specifically authorized by the Department, or as noted above, project personnel should avoid disturbing any tortoise.

CONSTRUCTION STORM WATER POLLUTION PREVENTION PLAN

Add the following new Section, **233 STORM WATER POLLUTION PREVENTION PLAN SUBMITTAL PROCESS**

233.1 DESCRIPTION

The Contractor shall use the Arizona Department of Environmental Quality (ADEQ) Smart NOI program for all submittals located at this web address:

<https://az.gov/app/smartnoi/>

The location of this process may change and it is the responsibility of the Contractor to verify the correct web address. All fees are the responsibility of the Contractor. The Contractor shall apply for a "Stormwater Construction General Permit" with the project type "MUNICIPAL/PUBLIC".

Before any construction on site begins, the Contractor shall submit the Notice of Intent (NOI) and the SWPPP through the Smart NOI program as the sole permittee. The Contractor shall not commence any construction activities until the ADEQ send a written Notice Of Intent assigning an AZCON number.

As required by ADEQ the Contractor shall submit a Notice of Termination (NOT) through the Smart NOI program. The Contractor shall receive final payment only after receiving a written Notice of Termination Acknowledgement from ADEQ.

Projects Impacting Impaired Waters

Projects that will have any construction taking place within ¼ mile of the Salt River between 23rd Avenue and the confluence of the Gila River will impact "Impaired Waters". These projects will require the Contractor to design, implement, and evaluate a Monitoring Plan for stormwater runoff from their construction activities. The Monitoring Plan must be site specific and will be submitted to ADEQ as an appendix to the SWPPP. ADEQ is the final authority in the approval of the monitoring plan. A copy of the SWPPP and the Monitoring Plan shall be kept on-site at all times. Additional copies of the Monitoring Plan should be made available to all personnel who anticipate participating in stormwater monitoring activities. The Contractor shall have a copy of the monitoring plan, approved SWPPP, NOI, and ADEQ Authorization to Discharge posted at the jobsite prior to ground disturbance.

Subcontractors

All subcontractors shall comply with all AZPDES requirements under the supervision of the General Contractor, and shall submit a completed, signed subcontractor certification form, thereby designating themselves as co-permittees.

233.2 SAMPLE SWPPP STRUCTURE

The following is a sample outline of the City requirement for a SWPPP submittal modeled after the ADEQ Construction General Permit Checklist. It shall be the Contractor's responsibility to meet all the ADEQ requirements for a SWPPP and retain a qualified consultant to complete the SWPPP if necessary at no additional cost to the City.

1.1 Project Name: **CONTRACTOR SHALL FILL IN PROJECT NAME**

Project No(s): **CONTRACTOR SHALL FILL IN PROJECT NUMBER**

1.2 Project Location: **CONTRACTOR SHALL FILL IN FOR PROJECT SITE LOCATION**

1.3 Owner's Name:

City of Phoenix, Street Transportation Department

1.4 Owner's Address:

200 West Washington Street, 5th Floor, Phoenix, Arizona 85003

1.5 Project Description: **CONTRACTOR SHALL FILL IN PROJECT DESCRIPTION**

1.6 Runoff Coefficient and Soils Information:

1. Overall runoff coefficient of upstream drainage area shall be unchanged by project.
2. Surface Soils Information: **(EXAMPLE ONLY, CONTRACTOR SHALL FILL IN FOR PROJECT SITE LOCATION)**

<u>SOIL UNIT</u>	<u>SOIL TYPE (USDA TEXTURE)</u>	<u>PERMEABILITY (IN./HR.)</u>
<u>Laveen</u>	<u>Loam</u>	<u>0.6-2.0</u>
<u>Mohall</u>	<u>Clay Loam</u>	<u>0.2-0.6</u>
<u>Tucson</u>	<u>Clay Loam</u>	<u>0.2-0.6</u>
<u>Vecont</u>	<u>Clay</u>	<u>0.06-0.2</u>

1.7 Name of Receiving Water:

EXAMPLE: SALT RIVER, CONTRACTOR SHALL FILL FOR PROJECT SITE LOCATION

2 CONTROLS

2.1 Erosion and Sediment Controls

2.1.a Stabilization Practices:

Stabilization practices on this site include:

- Permanent planting.
- Save selected existing trees.
- Decomposed granite
- **CONTRACTOR SHALL ADD OR REMOVE STABILIZATION PRACTICES AS NECESSARY**

2.1.b Structural Practices:

May include:

- Temporary retention areas (subgrade excavation areas).
- Temporary catch basin inlet protection.
- Silt fence.
- Gravel filter berm.
- Temporary diversion dike.
- Straw bale barriers.
- Sandbag berm
- **CONTRACTOR SHALL ADD OR REMOVE STABILIZATION PRACTICES AS NECESSARY**

2.1.c Narrative: Sequence of major activities.

CONTRACTOR SHALL COMPLETE NARRATIVE

2.1.d Storm Water Management: **(CONTRACTOR SHALL EDIT AS NECESSARY)**

Storm water drainage on will be provided by curb and gutter, catch basin inlets, and storm drains. No appreciable changes in runoff coefficients or in finished roadway grades will take place as a result of this project; therefore, no significant alterations of storm water drainage patterns or runoff quantities are expected.

During construction, storm water runoff will be managed by the following means, as conditions require:

- Temporary retention will be provided during roadway construction in areas excavated for subgrade.
- Silt fence, straw bales, sandbag berms, temporary diversion dikes, gravel filter berms or other BMP's as necessary to eliminate erosion may be used to prevent storm runoff from entering open storm drain pipes in excavated trenches. Temporary catch basin inlet protection may also be provided to remove sediment from drainage water before it enters the drainage system. Straw bale protection at outfall pipe locations may be employed during construction.

3 OTHER CONTROLS

3.1 Waste Disposal:

Waste Materials:

All waste materials including trash and construction debris from the site will be either disposed to a designated area immediately or collected and stored in securely-lidded metal dumpsters. The dumpsters will meet all local and State solid waste management regulations. The dumpsters will be emptied a minimum of once per week, or more often if necessary, and the trash will be hauled to an acceptable dump site. Lids will be closed at all times after work hours and during rain events. No construction waste materials will be buried on site. All personnel will be instructed regarding the correct procedures for waste disposal. Notices stating these practices will be posted on site, and the site superintendent who manages the day-to-day site operations, will be responsible for seeing that these procedures are followed.

ENTER PHONE NUMBER AND NAME OF SITE SUPERINTENDENT

Concrete washout will only be allowed in designated areas. The hardened waste will be disposed of weekly and before final inspection of the project.

Hazardous Waste:

All hazardous waste materials will be disposed of in the manner specified by local or State regulations or by the manufacturer. Site personnel will be instructed in these practices, and the site superintendent who manages day-to-day site operations, will be responsible for seeing that these practices are followed.

Sanitary Waste:

All sanitary sewage generated on-site will be collected from the portable units a minimum of twice per week or as required by local regulations. Units will have a berm placed around them to ensure no spillage can occur.

3.2 Off-Site Vehicle Tracking:

Traffic will be maintained on paved roadway throughout construction in order to reduce vehicle tracking of sediments. The paved street beyond the start and end of the project will be swept as often as necessary to remove any excess mud, dirt, or rock that may be tracked from the site by construction vehicles, but not less than once per week. Dump trucks hauling material to or from the construction site will be covered with tarpaulin before leaving the site.

4 DEMONSTRATION OF COMPLIANCE WITH FEDERAL, STATE, AND LOCAL REGULATIONS

The following Federal, State, and City regulations are followed in the preparation of this storm water pollution prevention plan:

- Section 402(p) of the Clean Water Act.
- Amended Section 405 of the Water Quality Act.
- "ADEQ Arizona Pollutant Discharge Elimination System General Permit for Discharge from Construction Activities to Waters of the United States, Permit AZG-2008-001."
- Flood Control District of Maricopa County "Drainage Design Manual for Maricopa County, Arizona, Volume III, Erosion Control."
- City of Phoenix Code 32C, "Storm Water Quality Protection."
- City of Phoenix "Grading and Drainage Ordinance for Purpose of Fulfilling NPDES Requirements."

5 MAINTENANCE/INSPECTION PROCEDURES

5.1 Erosion and Sediment Control Practices:

The following is a list of erosion and sediment controls to be used during the construction period:

5.1.a Stabilization practices for this site include:

- Permanent planting.
- Save selected existing trees.
- Decomposed granite.
- **CONTRACTOR TO ADD/DELETE AS NECESARRY**

5.1.b Structural practices for this site will include:

- Silt fence/straw bale barriers.
- Temporary diversion dike/gravel filter berm.
- Sandbag berm.

- Storm drain, curb and gutter, catch basins.
- Temporary catch basin inlet protection.
- Temporary retention in subgrade excavation areas.
- **CONTRACTOR TO ADD/DELETE AS NECESSARY**

5.2 Erosion and Sediment Control Maintenance and Inspection Practice:

Following is a list of the inspection and maintenance practices that will be used to maintain erosion and sediment control:

- All control measures will be inspected at least once every 7 days and within 24 hours after each rain event of 0.1 inch or greater.
- All measures will be maintained in good working order; if repair is necessary, it will be initiated within 24 hours of report. All changes will be completed within 14 days after an observation.
- Built-up sediment will be removed from silt fence when it has reduced the design capacity by 50%.
- Erosion control fabric and erosion control dikes will be inspected and any breaches promptly repaired.
- Permanent planting will be inspected for washout and healthy growth per specification requirements.
- A Compliance Evaluation Report will be made at each inspection to ensure all BMP's are functioning correctly.
- The site superintendent will be responsible for inspection, maintenance, and repair activities, and filling out the Compliance Evaluation Report.
- Personnel selected for inspection and maintenance responsibility will receive training from the site superintendent. They will be trained in all the inspection and maintenance practices necessary for keeping the erosion and sediment controls used on-site in good working order.
- Only one side of roadways will be excavated for subgrade preparation at a time. This area will serve as temporary retention while traffic is maintained on the paved other half of the road. This will serve to control storm water and minimize tracking of sediments.

6 INVENTORY FOR POLLUTION PREVENTION PLAN (CONTRACTOR TO EDIT AS NECESSARY)

The materials or substances listed below are expected to be present on-site during construction:

- | | |
|----------------------------|------------------------------|
| • Concrete | • Wood |
| • Asphaltic Concrete | • Paints |
| • Fertilizers | • Herbicide/Pesticide |
| • Petroleum-Based Products | • Soil Treatment Products |
| • Cleaning Solvents/Agents | • Other Building Materials |
| • Sealants | • Water Used in Dust Control |

6.1 Spill Prevention

The following are the material management practices that will be used to reduce the risk of spills or other accidental exposure of materials and substances to storm water runoff:

6.1.a Good Housekeeping:

The following good housekeeping practices will be followed on-site during the construction period:

- An effort will be made to store only enough product required to do the immediate job.
- All materials stored on-site will be stored in a neat, orderly manner in their appropriate containers

and, if possible, under proper cover and palletized.

- Liquid products will be placed on secondary containment pallets.
- Fuel tanks will be double walled.
- Drip pans will be used under all spigots unless on secondary containment.
- Products will be kept in their original containers with the original manufacturers' label.
- Substances will not be mixed with one another unless recommended by the manufacturer.
- Whenever possible, all of a product will be used up before disposing of the container.
- Manufacturers' recommendations for proper use and disposal will be followed.
- The site superintendent will inspect daily to ensure proper use and disposal of materials.
- Concrete washout will only be allowed in designated areas. The hardened waste will be disposed of weekly and before final inspection of the project.

6.1.b Hazardous Products:

These practices are used to reduce the risks associated with hazardous materials:

- Products will be kept in original containers unless they are not resealable.
- Original labels and material safety data sheets will be retained.
- If surplus product must be disposed of, manufacturers', or local and State recommended methods for proper disposal will be followed.
- Products will be monitored, an inventory shall be conducted regularly, and documentation of all use and disposal shall be maintained.

6.2 Product Specific Practices:

The following product specific practices will be followed on-site:

6.2.a Petroleum Products:

All on-site vehicles will be monitored for leaks and receive regular preventative maintenance to reduce any chance of leakage. Petroleum products will be stored in tightly-sealed containers which are clearly labeled. Any petroleum substances used on-site will be applied according to the manufacturer's recommendations. Spills and leaks from vehicles will be stopped immediately. Any leaking vehicle will have a drip pan placed under the leak until the unit is repaired. Secondary containment will be provided for all petroleum products stored onsite.

6.2.b Fertilizers, Herbicide, Pesticide, Soil Treatment:

All materials used will be applied only in the minimum amounts recommended by the manufacturer or as per specification. Once applied, materials will be worked into the soil to limit exposure to storm water.

On-site storage will be covered and palletized to limit contact with storm water. The contents of any partially-used bags or containers will be transferred to a sealable plastic bin to avoid spills.

6.2.c Paints:

All containers will be tightly sealed and stored when not required for use. Excess paint will not be discharged to the storm drain system or on the ground, but will be properly disposed of according to manufacturers' instructions or State and local regulations.

6.2.d Concrete Trucks:

Concrete trucks will not be allowed to wash out or discharge surplus concrete or dump wash water

other than in a designated wash-out area. The hardened waste will be disposed of weekly and before final inspection of the project.

6.3 Spill Prevention Practices:

In addition to the good housekeeping and material management practices discussed in the previous sections of this plan, the following practices will be followed for spill prevention and cleanup:

- Manufacturers' recommended methods for spill cleanup will be clearly posted and site personnel will be made aware of the procedures and the location of the information and cleanup supplies.
- Materials and equipment necessary for spill cleanup will be kept in the material storage area on-site. Equipment and materials will include, but not be limited to, brooms, dust pans, mops, rags, gloves, goggles, kitty litter, sand, sawdust, and plastic and metal trash containers specifically designed for this purpose.
- All spills will be cleaned up immediately after discovery using dry cleanup methods.
- The spill area will be kept well-ventilated and personnel will wear appropriate protective clothing to prevent injury from contact with a hazardous substance.
- Spills of toxic or hazardous material will be reported to the appropriate State or local government agency, regardless of the size—ADEQ Hotline: (602) 771-4505; City of Phoenix Hazardous Spills Emergency: 911; City of Phoenix Hazardous Spills Safety Section: (602) 262-7555.
- The spill prevention plan will be adjusted to include measures to prevent this type of spill from recurring and procedures to clean up the spill if there is another one. A description of the spill, what caused it, and the cleanup measures will also be included.
- The site superintendent shall be responsible for the day-to-day site operations, will be the spill prevention and cleanup coordinator. He will designate other site personnel who will receive spill prevention and cleanup training.

6.4 Documentation:

Documentation of all inspections, failed BMP's, corrective action and training shall be maintained onsite with the SWPPP at all times during the project, and shall be maintained for not less than three (3) years after the project is complete.

OTHER REQUIRED CERTIFICATIONS

The Contractor shall complete and submit the following certification forms to the City before construction begins:

- Permittee Certification
- Contractor Certification
- Subcontractor Certification (for all Subcontractors as necessary)
- Operator's Compliance Evaluation Report

PERMITTEE'S CERTIFICATION

As Contractor of the **107th Avenue: Indian School Road to Camelback Road** project, I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gathered and evaluated the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.

Company

Name:

Title:

Signature:

Date:

CONTRACTOR CERTIFICATION

I certify under penalty of law that I understand the terms and condition of the General Arizona Pollutant Discharge Elimination System (AZPDES) Permit that authorizes the storm water discharges associated with industrial activities from the construction site identified as part of this certification. Further, by my signature, I understand that I am becoming a co-permittee, along with the subcontractors signing such certifications, to the general (AZPDES) Permit for the storm water discharges associated with construction activities of the **107th Avenue: Indian School Road to Camelback Road Paving Improvement** project. As a co-permittee, I understand that I, and my company, are legally required under the Clean Water Act, to ensure compliance with the terms and conditions of the storm water pollution prevention plan developed under the AZPDES Permit and the terms of the AZPDES Permit.

General Contractor and Responsibility

Name: _____

Title: _____

Signature: _____

SUBCONTRACTOR'S CERTIFICATION

I certify under penalty of law that I understand the terms and conditions of the General Arizona Pollutant Discharge Elimination System (AZPDES) Permit that authorizes the storm water discharges associated with industrial activity from the construction site identified as part of this certification. Further, by my signature, I understand that I am becoming a co-permittee, along with the owner(s) and other contractors and subcontractors signing such certifications, to the general AZPDES permit for the storm water discharges associated with construction activities of the **107th Avenue: Indian School Road to Camelback Road Paving Improvement** project. As a co-permittee, I understand that I, and my company, are legally required under the Clean Water Act, to ensure compliance with the terms and conditions of the storm water pollution prevention plan developed under the AZPDES permit and the terms of the AZPDES permit.

Authorized Representative of Subcontractor: _____

Signature: _____ Date: _____

For (Subcontractor Name): _____

Construction Activities: _____

Verification of Completion and Acceptance of Subcontractor's Work

All work to be performed by

_____ (Subcontractor) as part
of the _____ (Project) has been completed and accepted. Execution of this form
absolves said subcontractor from liability for AZPDES violations which may occur subsequent to this date as a result
of activities of the general contractor or other subcontractors.

Authorized Representative of Subcontractor: _____

Signature: _____ Date: _____

For (Subcontractor Name): _____

Verified by (General Contractor): _____

Authorized Representative of General Contractor: _____

Signature: _____ Date: _____

AZG-2008-001 General Permit for Construction Activities

Operator's Compliance Evaluation Report

This project requires inspection of storm water pollution controls (BMPs) on a choice of frequency described in the General Permit, Part IV. H. Attach sheets if more space is needed.

Project: _____ Date: _____

Name & Title of Inspector: _____

Qualifications of Inspector: ☐ Attached; or ☐ Shown in Sec. _____ of the SWPPP.

☐ Periodic Inspection; or ☐ Rain Event inspection

Relevant weather information: _____

1. Location(s) of discharge from the site: ☐ None; or ☐ Description: _____

2. Location(s) of and identification of BMPs that need to be maintained; failed to operate or proved to be inadequate:
☐ None; or ☐ Description: _____

3. Location(s) where additional BMPs are needed: ☐ None; or ☐ Description: _____

4. Corrective actions required, including changes and target dates: ☐ None; or ☐ Description: _____

5. Identify all sources of non-storm water and the associated pollution control measures: ☐ None; or ☐
Description: _____

6. Identify material storage areas and evidence of, or potential for pollutant discharge from these areas: ☐ None; or
☐ Description: _____

7. Identify any other apparent incidents of non-compliance: ☐ None; or ☐ Description: _____

8. If no incidents of non-compliance are identified in items 1 through 7 above, the inspector certifies that the construction project is being operated in compliance with the SWPPP and the General Permit.

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

Certifying Signature: _____ Date: _____

Printed Name: _____

**GEOTECHNICAL EVALUATION
107TH AVENUE PAVING IMPROVEMENTS
INDIAN SCHOOL ROAD TO CAMELBACK ROAD
PHOENIX, ARIZONA**

PREPARED FOR:

City of Phoenix
1034 East Madison Street
Phoenix, Arizona 85034

PREPARED BY:

Ninyo & Moore
Geotechnical and Environmental Sciences Consultants
3202 East Harbour Drive
Phoenix, Arizona 85034

October 28, 2015
Project No. 604899001

October 28, 2015
Project No. 604899001

Mr. Farhad Rahimi
City of Phoenix
1034 East Madison Street
Phoenix, Arizona 85034

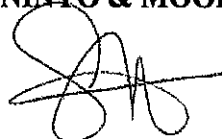
Subject: Geotechnical Evaluation
 107th Avenue Paving Improvements
 Indian School Road to Camelback Road
 Phoenix, Arizona

Dear Mr. Rahimi:

In accordance with our proposal dated August 31, 2015, and your authorization on September 3, 2015, Ninyo & Moore has performed a geotechnical evaluation for the above referenced site. The attached report presents our methodology, findings, geotechnical considerations, and recommendations for design and construction of the planned roadway improvements.

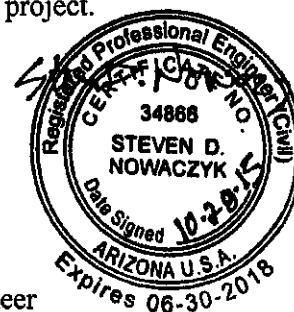
We appreciate the opportunity to be of service to you during this phase of the project.

Sincerely,
NINYO & MOORE



Sabrina N. Perez, EIT
Project Manager

Steven D. Nowaczyk, PE
Managing Principal Engineer



SNP/BJC/DT/SDN/tlp

Distribution: (1) Addressee (Electronic Copy)

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1. INTRODUCTION

In accordance with our proposal dated August 31, 2015, and your authorization on September 3, 2015, we have performed a geotechnical evaluation for the proposed 107th Avenue Paving Improvements project that consists of roadway and utility improvements along 107th Avenue from Indian School Road to Camelback Road in Phoenix, Arizona. The purpose of our evaluation was to assess subsurface conditions at the project site in order to provide geotechnical recommendations for design and construction. This report presents the results of our evaluation and our geotechnical conclusions and recommendations regarding the proposed roadway improvements and planned storm drain pipeline.

2. SCOPE OF SERVICES

The scope of our services for this project generally included:

- Reviewing readily available aerial photographs and published geologic literature, including maps and reports pertaining to the project site and vicinity.
- Conducting a visual reconnaissance of the site, marking out the boring locations, and notifying Arizona811 of the locations prior to drilling.
- Obtaining roadway Right-of-Way (ROW) permits to be used during field exploration activities.
- Arranging for appropriate traffic control services to be used during field exploration activities.
- Drilling, logging, and sampling nine small-diameter borings within the center turn lane along the project alignment to depths up to approximately 10 feet below ground surface (bgs). The boring logs are presented in Appendix A.
- Collecting soil samples from the borings at approximate 2.5- and 5.0-foot intervals using American Standard Testing and Materials (ASTM) Methods D 1586 (Standard Penetration Test [SPT] with split-spoon barrel sampling of soils) and D 3550 (ring-lined barrel sampling of soils) for laboratory testing and analysis.
- Performing laboratory tests on selected samples obtained from the soil borings to evaluate in-situ moisture content and dry density, gradation, Atterberg limits, and corrosivity characteristics (including pH, minimum electrical resistivity, and soluble sulfate and

chloride contents). The results of the laboratory testing are presented on the boring logs and/or in Appendix B).

- Compiling the collected data and performing engineering analyses.
- Preparing this report presenting our findings, conclusions, and recommendations regarding the design and construction of the project.

Our scope of services did not include environmental consulting services, such as hazardous waste sampling or analytical testing at the site. A detailed scope of services and estimated fee for such services can be provided upon request.

3. SITE DESCRIPTION

The project alignment extends along 107th Avenue between Indian School Road and Camelback Road in Phoenix, Arizona. It is located along the border of Sections 19 and 20 of Township 2 North, Range 1 East, relative to the Gila and Salt River Base Line and Meridian. The approximate location of the alignment is depicted on Figure 1.

At the time of our evaluation, 107th Avenue was a north-south traversing roadway that was paved with asphalt concrete (AC). Indian School Road and Camelback Road were east-west traversing roadways that were paved with AC. Residential and commercial development line the roadway on the east and west sides and existing drainage ditches parallel 107th Avenue on the east side, also.

According to the *El Mirage and Tolleson, Arizona-Maricopa Co., 7.5-Minute Series United States Geological Survey (USGS) Topographic Quadrangle Maps (2014)*, the elevation along the project alignment ranges from approximately 1,033 feet relative to mean sea level (MSL) at the northern limits to approximately 1,023 feet MSL at the southern limits. Based on the information from these quadrangle maps, the project site slopes from northeast to southwest towards the Agua Fria River.

4. AERIAL PHOTOGRAPH REVIEW

Aerial photographs dated 1949 through 2013 were reviewed for this project. A summary of the observations noted for each aerial photograph is presented in Table 1 below:

Table 1 – Summary of Aerial Photograph Review

Photograph Date(s)	Site	Adjacent Properties	
1949, 1953, 1959, 1964, 1969	Dirt roadway.	North:	Limited scattered development, undeveloped agricultural land.
		South:	Undeveloped agricultural land.
		East:	Undeveloped agricultural land.
		West:	Limited scattered development, undeveloped agricultural land.
1979, 1982	Paved roadway.	North:	Limited scattered development, undeveloped agricultural land.
		South:	Limited scattered development, undeveloped agricultural land.
		East:	Significant scattered development, undeveloped agricultural land.
		West:	Limited scattered development, undeveloped agricultural land.
1986, 1993	Paved roadway.	North:	Significant scattered development, undeveloped agricultural land.
		South:	Significant scattered development, undeveloped agricultural land.
		East:	Significant scattered development, undeveloped agricultural land.
		West:	Significant scattered development, undeveloped agricultural land.
1997, 1999, 2001, 2002	Paved roadway.	North:	Significant scattered development, undeveloped agricultural land, undeveloped graded lots.
		South:	Significant scattered development.
		East:	Significant scattered development, undeveloped graded lots.
		West:	Significant scattered development, undeveloped agricultural land.

Table 1 – Summary of Aerial Photograph Review

Photograph Date(s)	Site	Adjacent Properties	
2004, 2006-2013	Paved roadway.	North:	Significant scattered development, undeveloped graded lots.
		South:	Significant development.
		East:	Significant scattered development, undeveloped graded lots.
		West:	Significant scattered development, undeveloped graded lots.

5. PROPOSED CONSTRUCTION

Based on information provided on the design plans, the roadway improvements along 107th Avenue are anticipated between Station 106+78 and Station 148+52R and include, but are not limited to, new pavements, sidewalk, and curb and gutter. Roadway improvements between Stations 106+78R and 110+80R include a varying right lane width, from 32 to 36 feet wide, while an existing sidewalk is maintained on the left side between Station 106+78 and Station 132+98; new sidewalk commences on the left side at Station 132+98 and the new sidewalk ends on both sides at Station 148+52.

The new storm drain pipeline is planned to traverse eastward along Indian School Road for approximately 100 feet, to the intersection at 107th Avenue, where it turns 90° north towards Campbell Avenue and then traverses within the roadway for approximately 2,950 linear feet. The new storm drain pipeline is anticipated to have invert elevations of less than 10 feet bgs.

6. FIELD EXPLORATION AND LABORATORY TESTING

On September 16, 2015, Ninyo & Moore conducted a subsurface exploration at the site in order to evaluate the subsurface conditions and to collect soil samples for laboratory testing. Our evaluation consisted of drilling, logging, and sampling nine small-diameter borings (denoted as B-1 through B-9) using a Diedrich-50 truck-mounted drill rig equipped with hollow-stem augers. The borings extended to depths of up to approximately 10 feet bgs. Bulk and relatively

undisturbed soil samples were collected at selected intervals. Descriptions of the soils encountered are presented on the boring logs in Appendix A. The approximate locations of the borings are depicted on Figure 2.

Soil samples were collected at selected intervals and were logged in general accordance with ASTM D 2488. Disturbed samples were collected using the Standard Penetration Test (SPT) sampler. Relatively undisturbed soil samples were collected in modified ring samplers. Specifically, we collected soil samples in the borings at approximate 2.5- and 5.0-foot intervals using ASTM Methods D 1586 (Standard Penetration Test [SPT] with split-spoon barrel sampling of soils) and D 3550 (ring-lined barrel sampling of soils) for laboratory testing and analysis. Descriptions of the soils encountered in our borings are presented on the boring logs in Appendix A.

The soil samples collected from our drilling activities were transported to the Ninyo & Moore laboratory in Phoenix, Arizona, for geotechnical laboratory testing. The tests included in-situ moisture content and dry density, gradation, Atterberg limits, and corrosivity characteristics (including pH, minimum electrical resistivity, and soluble sulfate and chloride contents). The results of the in-situ moisture content and dry density testing are presented on the boring logs in Appendix A. A description of each laboratory test method and the remainder of the test results are presented in Appendix B.

7. GEOLOGY AND SUBSURFACE CONDITIONS

The project site is located in the Sonoran Desert Section of the Basin and Range Physiographic Province, which is typified by broad alluvial valleys separated by steep, discontinuous, subparallel mountain ranges. The mountain ranges generally trend north-south and northwest-southeast. The basin floors consist of alluvium with thickness extending to several thousands of feet.

The basins and surrounding mountains were formed approximately 10 to 18 million years ago during the mid-to late-Tertiary age. Extensional tectonics resulted in the formation of horsts

(mountains) and grabens (basins) with vertical displacement along high-angle normal faults. Intermittent volcanic activity also occurred during this time. The surrounding basins filled with alluvium from the erosion of the surrounding mountains, as well as from deposition from rivers. Coarser-grained alluvial material was deposited at the margins of the basins near the mountains.

The surficial geology of the site is described as Late and Middle Pleistocene alluvial deposits (aged 10-750 thousand years [ka]). The deposits are described as unconsolidated to weakly consolidated alluvial-fan, terrace, and basin-floor deposits with moderate to strong soil development. Fan and terrace deposits are primarily poorly-sorted, moderately bedded gravel and sand, and basin-floor deposits are primarily sand, silt, and clay (Richard, et. al., 2000).

The soil units at the site are described as sandy and clayey loam. Loam is an agricultural soil classification that refers to a soil comprised of a mixture of clay, silt, and sand. Clayey loam contains a larger percentage of clay, while sandy loam contains a larger percentage of sand. Descriptions of the soils encountered during our subsurface exploration are presented in Section 7.1.

7.1. Subsurface Conditions

Our knowledge of the surface and subsurface conditions at the project site is based on our field exploration, laboratory testing, and our understanding of the general geology of the area.

More detailed stratigraphic information is presented on the boring logs in Appendix A. The boring logs contain our field and laboratory test results, as well as our interpretation of conditions likely to exist between actual samples retrieved. Therefore, the boring logs contain both factual and interpretive information. Lines delineating subsurface strata on the boring logs are intended to group soils having similar engineering properties and characteristics. They should be considered approximate, as the actual transition between soil types (strata) may be gradual. A key to the soil symbols and terms used on the boring logs are provided in Appendix A.

7.1.1. Asphalt Concrete and Aggregate Base

Asphalt concrete (AC) was encountered at the surface of all of our borings, except for Boring B-6, and ranged from approximately 5 to 10½ inches thick. Aggregate base (AB) was encountered underlying the AC in Borings B-1, B-4, and B-9, and was observed to range from approximately 6 to 8 inches thick.

7.1.2. Fill

Fill was encountered at the surface of Boring B-6 and underlying the AC described above in the remaining borings and extended to approximately 3½ feet bgs in our boring. The fill material generally consisted of loose to medium dense deposits of silty sands (SM), stiff to very stiff deposits of sandy lean clays (CL), loose deposits of sandy silts (ML), and loose to medium dense deposits of clayey sands (SC) in our borings.

7.1.3. Alluvium

Alluvium was encountered underlying the fill material in our borings and extended to the full depths of our borings, ranging between 9.4 and 10 feet bgs. The alluvium generally consisted of medium dense deposits of silty, clayey sands (SC-SM), medium dense to very dense deposits of SC, medium dense deposits of silty sands (SM), and medium dense, poorly graded sand (SP) in our borings. Varying amounts of gravel and scattered caliche nodules were observed at various depths in the borings. More detailed descriptions are presented on the boring logs in Appendix A.

7.2. Groundwater

Groundwater was not encountered in our borings at the time of our explorations. Based on well data published by the Arizona Department of Water Resources (ADWR), regional groundwater has not been historically recorded in the site vicinity. Groundwater levels can fluctuate due to the close proximity of the Agua Fria River, the New River, seasonal variations, irrigation, groundwater withdrawal or injection, flows within nearby washes or drainages and other factors.

8. GEOLOGIC HAZARDS

The following sections describe potential geologic hazards at the site, including land subsidence and earth fissures, and faulting.

8.1. Land Subsidence and Earth Fissures

Groundwater depletion, due to groundwater pumping, has caused land subsidence and earth fissures in numerous alluvial basins in southern Arizona. It has been estimated that subsidence has affected more than 3,000 square miles and has caused damage to a variety of engineered structures and agricultural land (Schumann and Genualdi, 1986). From 1948 to 1983, excessive groundwater withdrawal has been documented in several alluvial valleys where groundwater levels have been reportedly lowered by up to 500 feet. With such large depletions of groundwater, the alluvium has undergone consolidation resulting in large areas of land subsidence.

In Arizona, earth fissures are generally associated with land subsidence and pose an on-going geologic hazard. Earth fissures generally form near margins of geomorphic basins where a significant amount of groundwater depletion has occurred. Earth fissures have also formed due to tensional stress caused by differential subsidence of the unconsolidated alluvial materials over buried bedrock ridges and irregular bedrock surfaces (Schumann and Genualdi, 1986).

Based on our field reconnaissance and review of the referenced material, there are no known earth fissures underlying the subject alignment. The Arizona Geological Survey (AZGS) Earth Fissure Viewer depicts a documented earth fissure 3 miles northwest of the northern limits of the project alignment. Continued groundwater withdrawal in the area may result in subsidence and the formation of new fissures or the extension of existing fissures. Due to the unpredictable nature of these phenomena, the future occurrence of land subsidence and earth fissures cannot accurately be predicted.

8.2. Faulting

The site lies within the Sonoran Zone, which is a relatively stable tectonic region located in southwestern Arizona, southeastern California, southern Nevada, and northern Mexico (Euge et al., 1992). This zone is characterized by sparse seismicity and few Quaternary faults. Based on our field observations, review of pertinent geologic data and analysis of aerial photographs, faults are not located on or adjacent to the property. The closest fault to the site is the Carefree Fault Zone, located approximately 32½ miles northeast of the northern limits of the project alignment. The Carefree Fault Zone is a series of northwest striking discontinuous normal faults that dip to the southwest. Recent movement along this fault was approximately 750,000 years ago during the Middle Pleistocene epoch. The slip-rate category of this fault is less than 0.2 millimeters per year (Pearthree, 1998).

9. GEOTECHNICAL CONSIDERATIONS

Based on the results of our subsurface evaluation, laboratory testing, and engineering analysis, the proposed construction is feasible from a geotechnical standpoint provided that the recommendations of this report are incorporated into the design and construction of the project, as appropriate. Geotechnical considerations include the following:

- The on-site soils should generally be rippable with heavy-duty excavation equipment in good working condition. However, varying amounts of gravel and scattered caliche nodules were encountered in our borings and may be more difficult to excavate and/or slow the rate of excavation during construction.
- Due to the relatively widely spaced nature of our borings, differing subsurface conditions may be encountered during construction in areas that are in between or away from the boring locations.
- Due to the heterogeneity of the soil conditions at the site, sloughing of soils during construction may occur where the excavation abuts other fill soils from adjacent utilities. In addition, vibrations caused by the influence of vibration from nearby traffic may cause sloughing into excavations.
- Due to the presence of cohesionless soils along the alignment, including, but not limited to, deposits of SP encountered near the proposed elevation of the storm drain invert in Borings

B-2, B-4, B-7 & B-9, care should be taken during excavation. Sloughing of these materials may occur and shoring or the use of trench boxes may be needed during construction.

- Imported soils and soils generated from on-site excavation activities that exhibit relatively low plasticity can generally be used as trench backfill.
- Groundwater was not observed in our borings. Groundwater levels can fluctuate due to the close proximity of the Agua Fria River, the New River, seasonal variations, irrigation, groundwater withdrawal or injection, and other factors.
- No known or reported geologic hazards are present underlying, or adjacent, to the site.
- Many of the on-site soils are suitable for re-use as engineered fill.
- Corrosivity test results indicate that subgrade soils at the site are considered to be corrosive to ferrous metals and the sulfate content of the soils presents a negligible sulfate exposure to concrete.

10. RECOMMENDATIONS

The following sections present our geotechnical recommendations for the proposed construction. If the proposed construction is changed from that discussed in this report, Ninyo & Moore should be contacted for additional recommendations.

10.1. Instrumentation and Documentation

Given the proximity of the planned excavations to existing settlement sensitive features, consideration should be given to implementing documentation and instrumentation programs to evaluate design assumptions, existing conditions, and to monitor movements, levels, and deformations during construction. The monitoring programs may include the use of inclinometers, convergence points, and an array of surface control points. The resulting data should be reviewed and evaluated during construction. These programs should be in-place or conducted prior to the start of construction.

10.1.1. Documentation of Existing Conditions

We recommend that a pre-construction survey be performed prior to construction on pavements, residences, and structures within 50 feet of the proposed trench excavations.

The pre-construction survey should consist of photographic documentation of the

pavement condition, exterior portions of the buildings, including distress features, such as cracks and/or separations that may be present. Consideration may be given to videotaping the survey. In addition, interviews with owners should be conducted to provide knowledge of the age and type of the buildings as well as maintenance history and utility problems.

10.1.2. Lateral Movement of Shoring Support System

We recommend that inclinometers or survey points be established behind excavations located in areas where structures are located above a 1:1 (horizontal to vertical [H:V]) plane projected from the bottom of the proposed excavations. The inclinometers or survey points should be monitored and evaluated daily during excavation activities to provide an advanced warning system of potential problems.

10.1.3. Ground Surface Settlement

We also recommend that an array of ground survey points be installed along the pipeline alignment to monitor settlement. The survey points should be installed as close as practical to the pipeline alignment and incrementally away from the alignment. The contractor should be responsible for maintaining the total settlement to less than ½-inch. If settlements reach ¼-inch, we recommend that a review of the contractor's methods be performed and appropriate changes be made, if needed.

Consideration should be given to placing survey monitoring points on nearby structures to monitor the performance of the structures. In this way, a record of the performance of the structures will be maintained and available. This information, in conjunction with pre-construction surveys, may help in reducing potential claims and expediting and limiting settlement of legitimate claims.

10.2. Earthwork

In general, the earthwork specifications contained in Maricopa Association of Governments (MAG), *Uniform Standard Specifications and Details for Public Works Construction*, as amended by the City of Phoenix, are expected to apply, except as noted.

10.2.1. Excavations

Our evaluation of the excavation characteristics of the on-site materials is based on the results of our exploratory borings, site observations, and experience with similar materials. Excavation of the materials can generally be accomplished using heavy-duty earthmoving equipment. However, gravel and scattered caliche nodules were encountered in our borings and may be more difficult to excavate and/or slow the rate of excavation during construction.

Given the cohesionless soils encountered at some locations along the subject alignment, sloughing may occur during or after excavation of the storm drain trench and should be anticipated by the contractor. The use of shoring or trench boxes may be required.

Due to the relatively widely spaced nature of our borings and the existing features at the site, differing subsurface conditions may be encountered during construction in areas that are in between or away from the boring locations.

Equipment and procedures should be used that do not cause significant disturbance to the excavation bottoms. Wet or saturated soils during wet weather may be found at the excavation bases. These soils may soften under the action of light equipment and foot traffic. Drying or overexcavation of these materials may be appropriate prior to filling. If the subgrade becomes disturbed, it should be compacted before placing the backfill material.

The bottoms of trench excavations should expose competent soils and should be dry and free of loose, soft, or disturbed soil. Any soft, wet, weak, or deleterious materials should be over-excavated to expose strong competent soils.

10.2.2. Temporary Slope Stability

Excavations for this project should be designed in accordance with current applicable, state, and federal trenching guidelines, including the Occupational Safety and Health Administration (OSHA) requirements for excavations presented in 29 CFR Part 1926 (Revised July 1992), Subpart P, *Excavations*.

For planning purposes, and according to OSHA soil classifications, a "Type C" soil should be considered for this project due to the cohesionless (e.g., sandy and gravelly) nature of the alluvial soils. In general, temporary slopes excavations in competent "Type C" soil should be inclined no steeper than 1.5:1 (H:V), however flatter slopes or shoring may be needed.

Details for open-cut slopes and shoring based on soil type and groundwater conditions are provided in the latest amended OSHA regulations. These details apply to temporary open-trench excavations up to 20 feet deep. Trenches more than 20 feet deep, or in areas where seepage is encountered should be designed by the contractor's engineer based on alignment-specific geotechnical analyses. Upon excavation, soil classifications and excavation performance should be evaluated in the field by the geotechnical consultant in accordance with the OSHA regulations.

Temporary excavations that encounter groundwater seepage or surface runoff, if any, may need shoring or dewatering. Flatter slopes or bracing should be used if excessive sloughing or raveling is observed. If material is stored or equipment is operated near an excavation, stronger shoring should be used to resist the extra pressure due to superimposed loads.

10.2.2.1. Vertical Shoring and Trench Boxes

Because of previously described soil conditions, the proposed depths of the excavations, and presence of existing utilities and surface features (e.g., roadways, utilities, and buildings), it may be preferable to shore or brace the trenches rather

than using open cuts to the base of the excavations. Temporary earth retaining systems will be subjected to lateral loads resulting from earth pressures. Shored and braced trench excavations may be designed using the parameters on Figure 3.

The earth pressure values presented on Figure 3 assume that spoils from the excavation or other surcharge loads will not be placed above the excavation within a 1:1 (H:V) plane extending up and back from the base of the excavation. If spoil piles are placed closer than this to the braced excavation, the resulting surcharge loads should be considered in the bracing design. We recommend that an experienced structural engineer design the shoring system. The shoring parameters presented in this report should be considered as guidelines.

The contractor should anticipate repairing cracks in pavements adjacent to shored portions of the excavation due to anticipated lateral displacements of the shoring system. Horizontal and vertical movements of the shoring system should be monitored by a surveyor and the results reviewed by the project Geotechnical Engineer.

Trench boxes may also be a suitable alternative to laying back the side walls; however, due to the presence of granular soils, the excavations may not stand open long enough to install the trench boxes. The contractor should be prepared to deal with these soil conditions and plan accordingly. Once installed, some sloughing is possible at the ends of the trench box; therefore, any loose material should be removed prior to backfilling of the trench.

10.2.3. Bottom Stability

The bottoms of the excavations should be stable for the purpose of the planned construction. However, if excavations are open during a heavy rain event, the bottom of the trench may become saturated and unstable. Dewatering as discussed in Section 10.2.4 below may be anticipated in such events.

10.2.4. Construction Dewatering

Excavations that encounter seepage or surface run-off could be dewatered by pumping the water out and away from the excavation. Such zones may call for more aggressive means of dewatering and consultation with a qualified expert. Discharge of water from the excavations to natural drainage channels, if needed, may entail securing a special permit.

10.2.5. Fill Material and Re-use of On-site Soils

On-site and imported soils that exhibit relatively low plasticity indices and very low to low expansive potential are generally suitable for re-use as select, engineered fill. Relatively low plasticity indices are defined as a plasticity index (PI) value of 15, or less, as evaluated by ASTM D 4318. The Atterberg limits tests performed on soil samples obtained from our borings resulted in PI values ranging from non-plastic to 13. As such, many of the on-site soils are considered suitable for re-use as fill material during construction.

In addition, suitable fill should not include construction debris, organic material, or other non-soil fill materials. Clay lumps and rock particles should not be larger than 4 inches in dimension. Unsuitable fill material should be disposed of offsite or in non-structural areas.

Based on MAG guidelines, the definition of “granular backfill” material is material for which the sum of the PI and the percent of material passing a No. 200 sieve does not exceed 23.

Fill materials in contact with ferrous metals should also have low corrosion potential (minimum resistivity more than 2,000 ohm-cm, chloride content less than 25 parts per million [ppm]). Fill material in contact with concrete should have a soluble sulfate content of less than 0.1 percent.

10.2.6. Pipe Bedding and Modulus of Soil Reaction (E')

We recommend the pipeline being installed using cut-and-cover techniques be supported on 4 inches or more of granular bedding material such as sand and gravel, or crushed rock meeting the MAG Section 702 Standard Specifications (pea gravel or crushed chips are not acceptable). This bedding/pipe-zone backfill should extend 1 foot above the pipe crown. Pipe bedding guidelines are presented on Figure 4. Care should be taken not to allow voids to form beneath the pipe (i.e., the pipe haunches should be continuously supported) to avoid damaging the pipeline. This may involve fill placement by hand or small compaction equipment. The pipe bedding should be moisture-conditioned and compacted as outlined in Section 10.2.7.

The modulus of soil reaction (E') is used to characterize the stiffness of soil backfill placed on the sides of buried pipelines for the purpose of evaluating deflection caused by the weight of the backfill over the pipe. For granular backfill soils for pipes, we recommend using an E' value of 1,200 pounds per square inch (psi).

10.2.7. Fill Placement and Compaction

Backfill soils should be moisture-conditioned within the moisture range shown below in Table 2 and mechanically compacted to the percent compaction shown. Fill should generally be placed in 8-inch-thick loose lifts such that each lift is firm and non-yielding under the weight of construction equipment. Jetting and other forms of water consolidation are not recommended for this project.

Table 2 – Summary of Compaction Recommendations

Description	Percent Compaction per ASTM D 698	Moisture Content
Pipe Bedding	95 percent	±2 percent of optimum
Granular Trench Backfill – Within 2 feet below pavement	100 percent	
Non-Granular Trench Backfill – Within 2 feet below pavement	95 percent	

Table 2 – Summary of Compaction Recommendations

Description	Percent Compaction per ASTM D 698	Moisture Content
Trench Backfill –Deeper than 2 feet below pavement	95 percent	

The new pavements and/or flatwork should be supported on 18 inches or more of moisture-conditioned and compacted engineered fill. The improvements in these areas should extend 1-foot or more horizontally beyond the edge of pavement and/or flatwork.

Fill below new pavement should not have an R-value less than 30, or include organic material, construction debris, or other non-soil fill materials. Clay lumps and rock particles should not be larger than 4 inches in dimension. Unsuitable fill material should be disposed of offsite or in non-structural areas.

Engineered fill should be placed in lifts of approximately 8 inches in loose thickness and compacted by appropriate mechanical methods to a relative compaction of 95 percent, as evaluated by ASTM D 698 and at moisture content generally near the optimum moisture content.

An earthwork (shrinkage) factor of 10 to 20 percent is estimated. This shrinkage factor range represents an average of the material tested and assumes that materials excavated from the sites will be placed as fill. Potential bidders should consider this in preparing estimates and should review the available data to make their own conclusions regarding excavation conditions.

10.3. Controlled Low Strength Material (CLSM)

It is our opinion that the backfill zone may be filled with either CLSM or acceptable on-site soils. Controlled Low Strength Material consists of a fluid, workable mixture of aggregate, Portland cement, and water. The use of CLSM has some advantages:

- A narrower backfill zone can be used, thereby minimizing the quantity of soil to be excavated and possibly reducing disturbance to the near-by traffic;
- Relatively higher E' values may be used ($E' = 3,000$ psi);
- The support given to the connecting pipes is generally better;
- Because little compaction is needed to place CLSM, there is less risk of damaging the connecting pipes; and
- CLSM can be batched to flow into irregularities in the trench bottom and walls.

The CLSM design mix should be in accordance with current MAG or Standard Specifications for Public Works Construction standards. Additional mix design information can be provided upon request. The 28-day strength of the material should be no less than 50 psi and no more than 120 psi.

Buoyant or uplift forces on the piping should be considered when using CLSM and prudent construction techniques may result in multiple pours to avoid inducing excessive uplift forces. Sufficient time should be provided to allow the CLSM to cure before placing additional lifts of CLSM or trench backfill.

10.4. Thrust Blocks

Changes in fluid direction within the pipeline generate an increase in horizontal stress due to thrust forces along the pipe. This increase in horizontal stress translates into unbalanced forces that need to be resisted by the soil mass, typically by means of a concrete thrust block for small diameter pipes and by means of restrained or harnessed joints for large diameter pipes.

Thrust blocks are often installed at pipe bends and or at a number of different pipe fittings such as tees, wyes, reducers, valves, offsets, etc., where unbalanced thrust forces are expected to be significant. The main purpose of the thrust blocks is to transfer the pipe thrust force to the soil structure. Thrust blocks allow for an increase of the area of contact between

the soil and the pipe system, distributing the thrust load in a way that will not cause separation of unrestrained joints.

A convenient method to dimension a thrust block is based on the bearing capacity of the soils where the reaction is being generated. We recommend a net allowable bearing capacity of 1,500 pounds per square foot (psf) be used for blocks bearing on natural soils. The bearing soil should be observed by the geotechnical engineer prior to construction.

10.5. Pavements

Based on information provided by COP, for the paved areas, we understand that an AC section may be considered. The City classifies 107th Avenue as an Arterial Street and as such, the assumed design parameters for the pavement section consist of a 20-year design life and a traffic load of 50,000 or less Equivalent Single Axle Loads (ESALs). The pavement section given below is assumed to bear on imported or on-site soils with an average soil R-value of 30 or more.

The COP pavement thickness for arterial streets calls for an AC pavement section consisting of 6 inches or more of plant-mix AC (per MAG Section 710) over 6 inches or more of graded AB. The results of our evaluation indicate that this section is acceptable from the geotechnical perspective. As an alternative, a pavement section of 7.5 inches of full depth asphalt can be utilized for this project. If used, AB material should be compacted to a relative compaction of 100 percent or more of the maximum dry density, as evaluated by ASTM D 698, at moisture content within approximately 2 percent of optimum. The use of AB which includes recycled AC material is permitted, so long as it meets all requisite COP AB specifications.

For the asphalt pavement given above, we recommend the underlying subgrade soils be prepared as described in Section 10.2.7 of this report.

10.5.1. T-Top Pavement Replacement

In AC paved areas over trench excavations, we recommend the use of MAG “T-Top” Type Trench Backfill (MAG detail 200-1) with respect to the asphalt and aggregate replacement at the surface of the trench excavations, in order to reduce the potential for distress due to differential settlement and water infiltration into the subsurface. This includes the removal of asphalt and AB to 1 foot or more beyond the extent of each side of the installation trench, extending to 1 foot or more below the bottom of the asphalt layer. In the T-Top, the thickness of AB should be 12 inches or match either the existing or design thickness, whichever is deeper. We recommend a seal be placed at the cold joint between the patch and the existing AC. Periodic maintenance of the pavement should be performed. The AC thickness should be in accordance with any City of Phoenix design standards, or match the existing thickness, whichever is thicker.

10.6. Concrete Flatwork

To reduce the potential manifestation of distress to exterior concrete flatwork (such as curbs and sidewalks) due to possible movement of the underlying soil, we recommend that such flatwork (if utilized for this project) be installed with crack-control joints at appropriate spacing as designed by the structural engineer. Additionally, we recommend that concrete flatwork be supported on 18 or more inches of adequately moisture-conditioned and compacted fill as described in Section 10.2.7. Positive drainage should be established and maintained adjacent to flatwork.

10.7. Corrosion

The corrosion potential of the on-site materials was analyzed to evaluate its potential effect on the ferrous metals used for this project. Corrosion potential was evaluated using the results of laboratory testing on a sample obtained during our subsurface evaluation that was considered representative of soils along the project alignment.

Laboratory testing consisted of pH, minimum electrical resistivity, and chloride and soluble sulfate contents. The pH and minimum electrical resistivity tests were performed in general

accordance with Arizona Test 236c, while sulfate and chloride content tests were performed in accordance with Arizona Test Method 733 and 736, respectively. The results of the corrosivity tests are presented in Appendix B.

The soil pH value of the tested sample was 8.1, which is considered to be alkaline. The minimum electrical resistivity measured in the laboratory was 1,260 ohm-cm, which is considered to represent a corrosive environment to ferrous metals. The chloride content of the sample tested was measured to be 23 ppm, which is considered to represent a non-corrosive environment to ferrous metals. The soluble sulfate content of the soil sample was approximately 0.020 percent, which is considered to represent negligible sulfate exposure for concrete.

If ductile iron is proposed to be installed along a portion of the alignment, we recommend that topsoil, organic soils, existing fill soils, and mixtures of sand and clay not be placed adjacent to buried metallic utilities. Rather, we suggest a relatively clean sand and/or gravel, or CLSM, be placed around buried metal piping. Also, buried utilities of different metallic construction and/or operating temperatures should be electrically isolated from each other to minimize galvanic corrosion problems. In addition, new piping should be electrically isolated from old piping so that the old metal will not increase the corrosion rate of the new metal. A corrosion specialist should be consulted for further recommendations.

10.8. Concrete

A laboratory chemical test performed on a selected sample of on-site soils indicated a sulfate content of 0.020 percent by weight. Notwithstanding the sulfate test results and due to the limited number of chemical tests performed, as well as our experience with similar soil conditions and regional practice, we recommend that “Type II” cement be used for the construction of concrete structures at this site. Due to potential uncertainties as to the use of reclaimed irrigation water, or topsoil that may contain higher sulfate contents, pozzolan or admixtures designed to increase sulfate resistance may be considered.

The concrete should have a water-cementitious materials ratio of no more than 0.50 by weight for normal weight aggregate concrete. The structural engineer should ultimately select the concrete design strength based on the project-specific loading conditions. However, higher strength concrete may be selected for increased durability and resistance to shrinkage cracking.

10.9. Site Drainage

Positive surface drainage should be provided to divert water away from the trench zone and off of paved surfaces. Surface water should not be permitted to pond over the trench zone or drain towards or to pond adjacent to pavement areas after construction. Water that is pumped out of the trench should be done so in an area that drains the water away from the trench.

10.10. Pre-Construction Conference

We recommend a pre-construction conference be held. Representatives of the owner, civil engineer, the geotechnical consultant, and the contractor should be in attendance to discuss the project plans and schedule. Our office should be notified if the project description included herein is incorrect, or if the project characteristics are significantly changed.

10.11. Construction Observation and Testing

During construction operations, we recommend that Ninyo & Moore perform observation and testing services for the project. These services should be performed to evaluate exposed subgrade conditions, including the extent and depth of overexcavation, to evaluate the suitability of proposed borrow materials for use as fill, and to observe placement and test compaction of fill soils. If another geotechnical consultant is selected to perform observation and testing services for the project, we request that the selected consultant provide a letter to the owner, with a copy to Ninyo & Moore, indicating that they fully understand our recommendations and that they are in full agreement with the recommendations contained in this report. Qualified subcontractors utilizing appropriate techniques and construction materials should perform construction of the proposed improvements.

11. LIMITATIONS

The field evaluation, laboratory testing, and geotechnical analyses presented in this geotechnical report have been conducted in general accordance with current practice and the standard of care exercised by geotechnical consultants performing similar tasks in the project area. No warranty, expressed or implied, is made regarding the conclusions, recommendations, and opinions presented in this report. There is no evaluation detailed enough to reveal every subsurface condition. Variations may exist and conditions not observed or described in this report may be encountered during construction. Uncertainties relative to subsurface conditions can be reduced through additional subsurface exploration. Additional subsurface evaluation will be performed upon request. Please also note that our evaluation was limited to assessment of the geotechnical aspects of the project, and did not include evaluation of structural issues, environmental concerns, or the presence of hazardous materials.

This document is intended to be used only in its entirety. No portion of the document, by itself, is designed to completely represent any aspect of the project described herein. Ninyo & Moore should be contacted if the reader requires additional information or has questions regarding the content, interpretations presented, or completeness of this document.

This report is intended for design purposes only. It does not provide sufficient data to prepare an accurate bid by contractors. It is suggested that the bidders and their geotechnical consultant perform an independent evaluation of the subsurface conditions in the project areas. The independent evaluations may include, but not be limited to, review of other geotechnical reports prepared for the adjacent areas, site reconnaissance, and additional exploration and laboratory testing.

Our conclusions, recommendations, and opinions are based on an analysis of the observed site conditions. If geotechnical conditions different from those described in this report are encountered, our office should be notified and additional recommendations, if warranted, will be provided upon request. It should be understood that the conditions of a site could change with time as a result of natural processes or the activities of man at the subject site or nearby sites. In

addition, changes to the applicable laws, regulations, codes, and standards of practice may occur due to government action or the broadening of knowledge. The findings of this report may, therefore, be invalidated over time, in part or in whole, by changes over which Ninyo & Moore has no control.

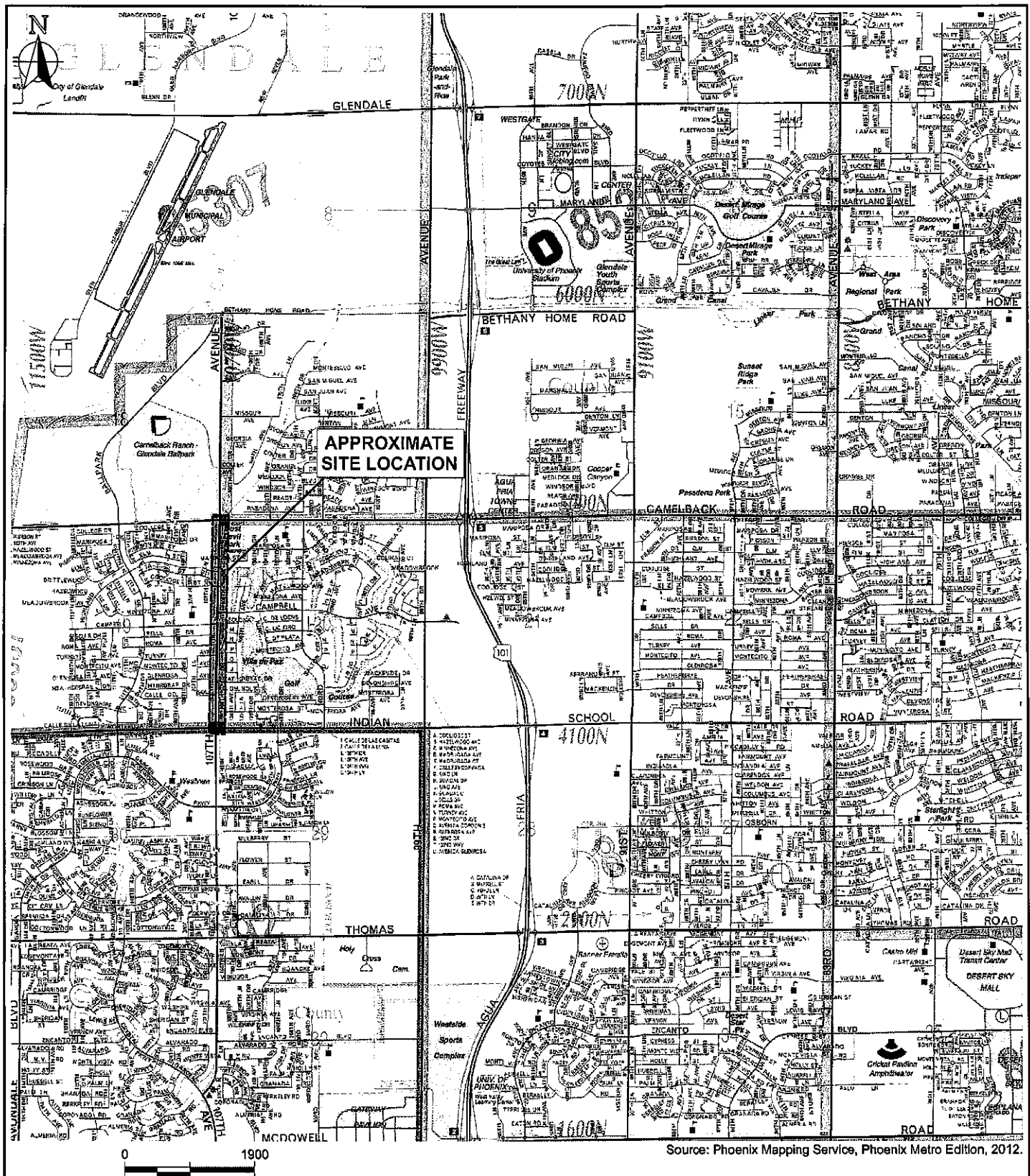
This report is intended exclusively for use by the client. Any use or reuse of the findings, conclusions, and/or recommendations of this report by parties other than the client is undertaken at said parties' sole risk.

12. REFERENCES

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Aerial Photographs Reviewed

Source(s)	Date
Flood Control District of Maricopa County	1949, 1953, 1959, 1964, 1969, 1979, 1982, 1986, 1993, 1997, 1999, 2001, 2002, 2004, 2006-2013



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SITE LOCATION

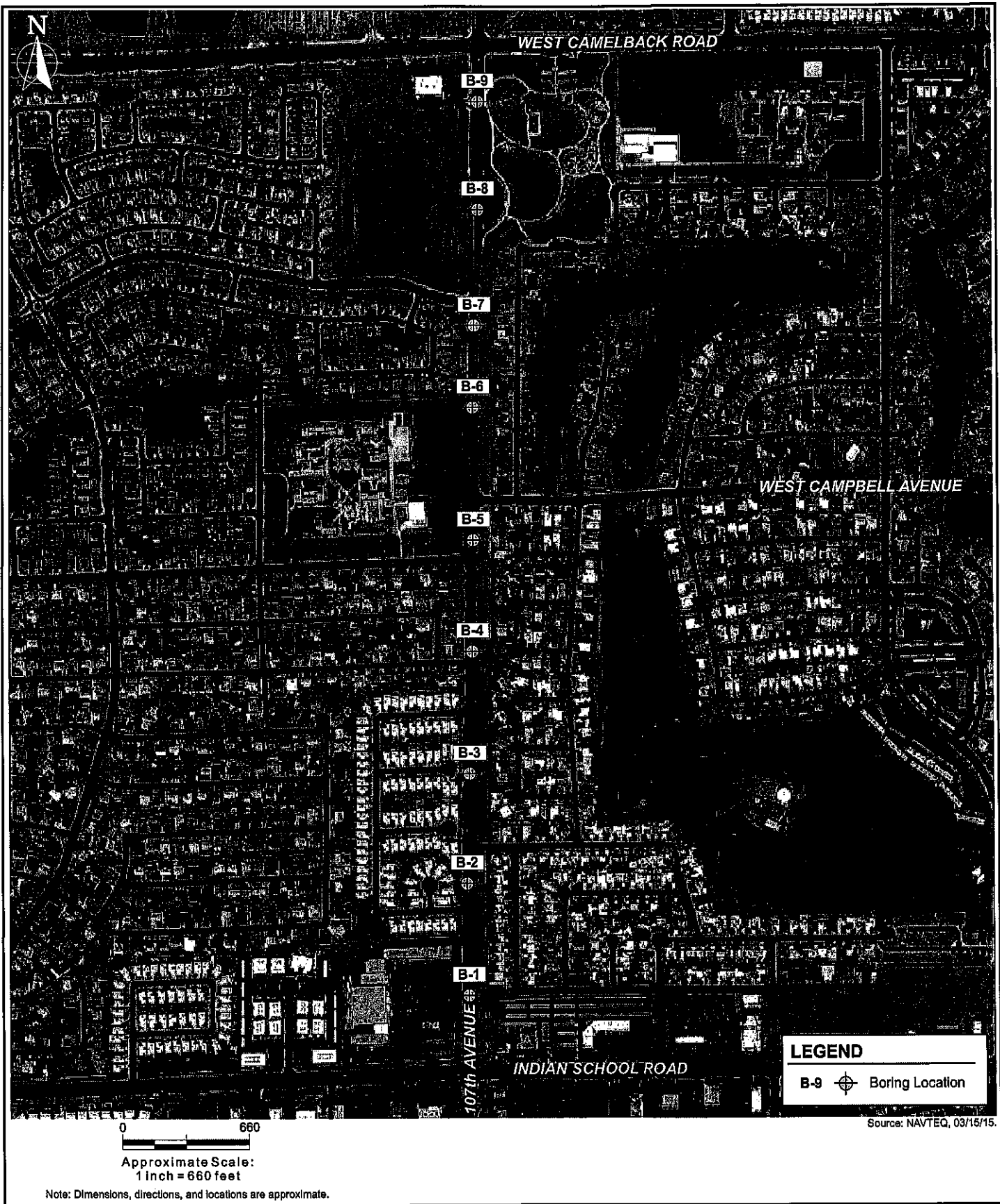
FIGURE

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10/15

107TH AVENUE PAVING IMPROVEMENTS
INDIAN SCHOOL ROAD TO CAMELBACK ROAD
PHOENIX, ARIZONA

1



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BORING LOCATIONS

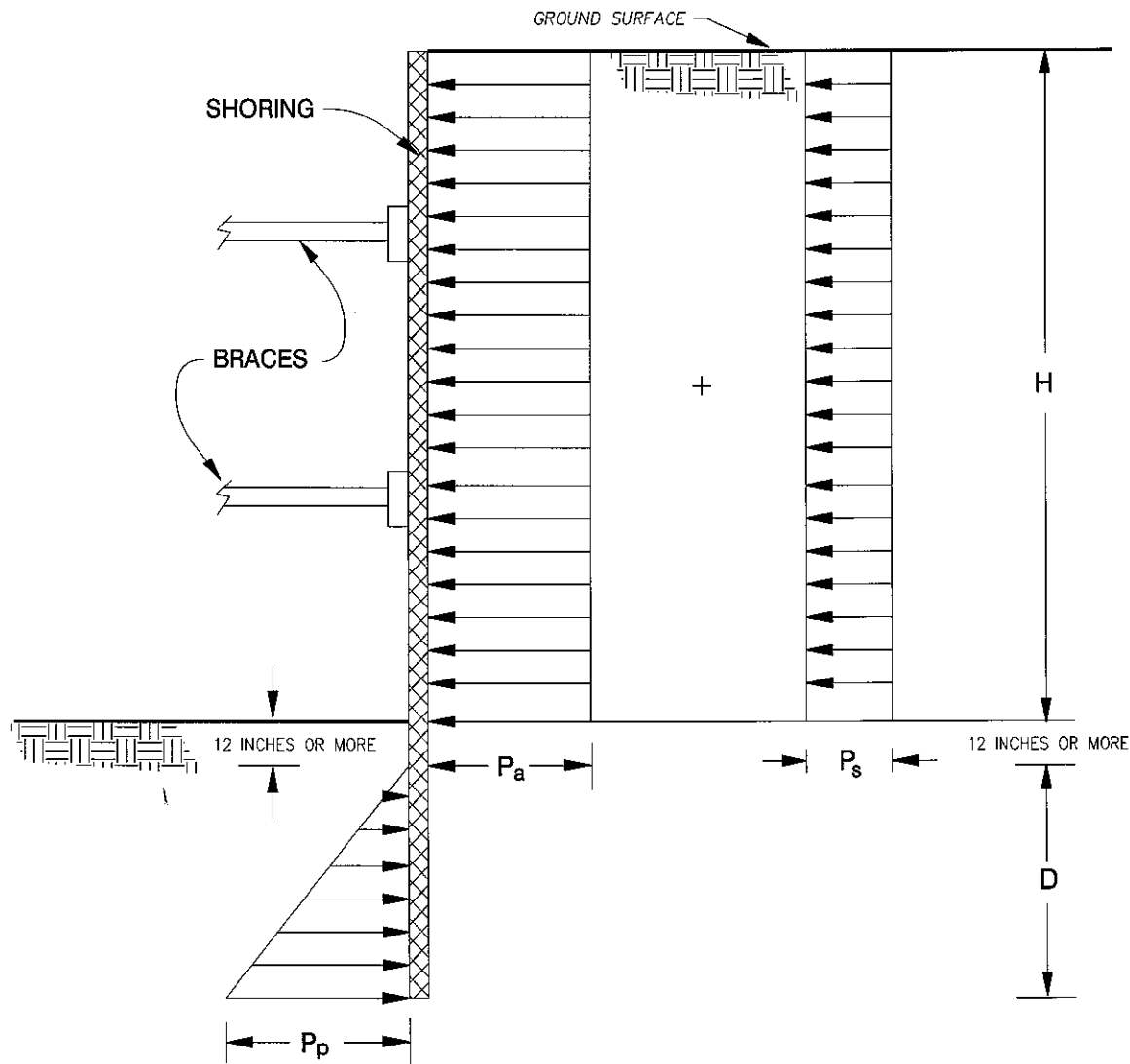
FIGURE

2

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107TH AVENUE PAVING IMPROVEMENTS
INDIAN SCHOOL ROAD TO CAMELBACK ROAD
PHOENIX, ARIZONA



NOTES:

1. APPARENT LATERAL EARTH PRESSURE, P_a
 $P_a = 35H$ psf
2. CONSTRUCTION TRAFFIC INDUCED SURCHARGE PRESSURE, P_s
 $P_s = 170$ psf
3. PASSIVE LATERAL EARTH PRESSURE, P_p
 $P_p = 240 D$ psf
4. ASSUMES GROUNDWATER IS NOT PRESENT
5. SURCHARGES FROM EXCAVATED SOIL OR CONSTRUCTION MATERIALS ARE NOT INCLUDED
6. H AND D ARE IN FEET

NOT TO SCALE

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LATERAL EARTH PRESSURES FOR
BRACED EXCAVATION

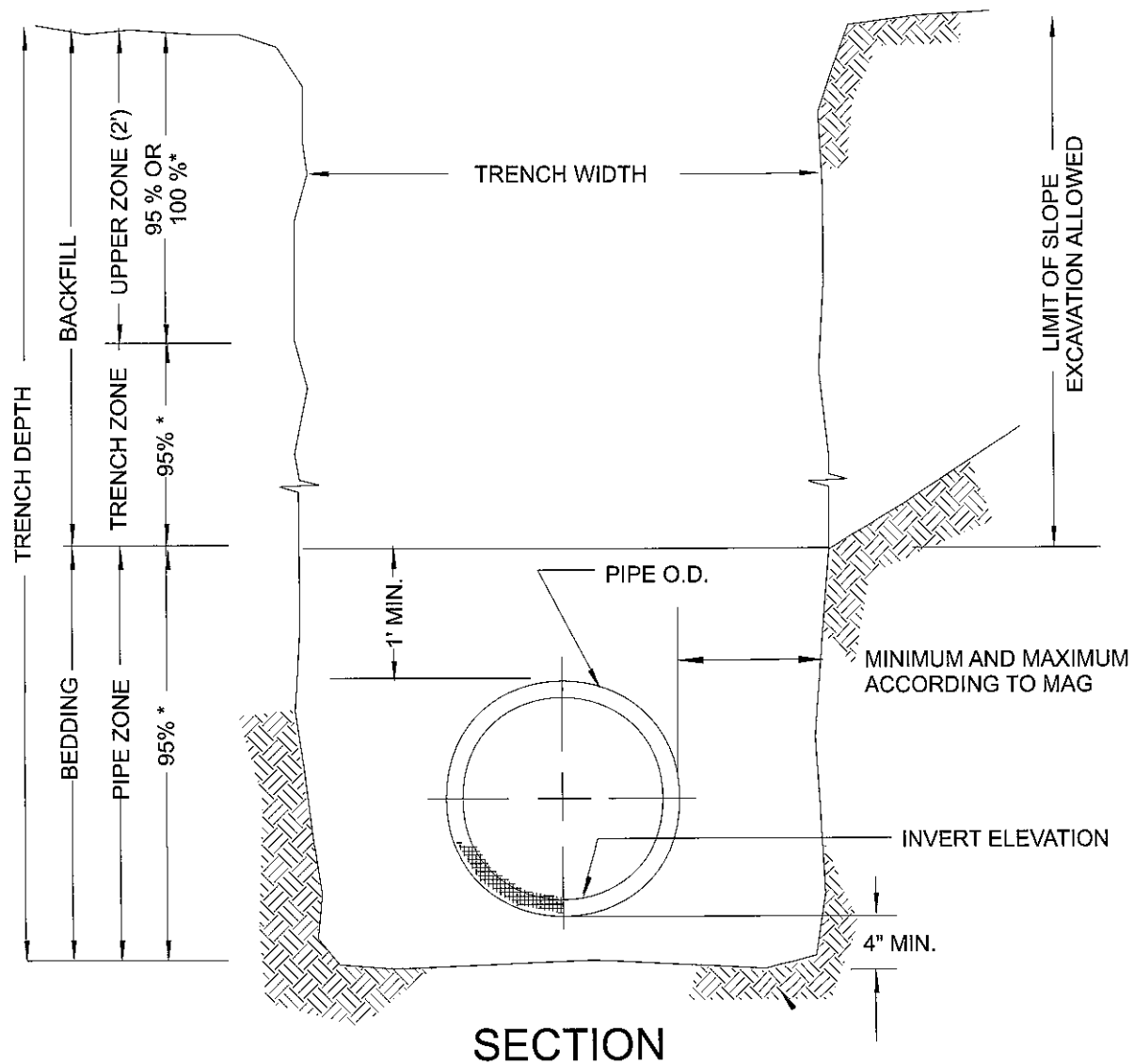
FIGURE

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107TH AVENUE PAVING IMPROVEMENTS
INDIAN SCHOOL ROAD TO CAMELBACK ROAD
PHOENIX, ARIZONA

3



NOTE

* Indicates minimum relative compaction (see report for details).

Upper zone required for pavement areas only.

Diagram not drawn to scale.

NOT FOR CONSTRUCTION

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PIPE BEDDING GUIDELINES

FIGURE

4

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107TH AVENUE PAVING IMPROVEMENTS
INDIAN SCHOOL ROAD TO CAMELBACK ROAD
PHOENIX, ARIZONA

APPENDIX A

BORING LOGS

Field Procedure for the Collection of Disturbed Samples

Disturbed soil samples were obtained in the field using the following methods.

Bulk Samples

Bulk samples of representative earth materials were obtained from the exploratory borings. The samples were bagged and transported to the laboratory for testing.

The Standard Penetration Test (SPT) Sampler

Disturbed drive samples of earth materials were obtained by means of a Standard Penetration Test sampler. The sampler is composed of a split barrel with an external diameter of 2 inches and an unlined internal diameter of 1-3/8 inches. The sampler was driven into the ground 12 to 18 inches with a 140-pound hammer falling freely from a height of 30 inches in general accordance with ASTM D 1586. The blow counts were recorded for every 6 inches of penetration; the blow counts reported on the logs are those for the last 12 inches of penetration. Soil samples were observed and removed from the sampler, bagged, sealed and transported to the laboratory for testing.

Field Procedure for the Collection of Relatively Undisturbed Samples

Relatively undisturbed soil samples were obtained in the field using the following methods.

The Modified Split-Barrel Drive Sampler

The sampler, with an external diameter of 3.0 inches, was lined with 1-inch long, thin brass rings with inside diameters of approximately 2.4 inches. The sample barrel was driven into the ground with the weight of a hammer or the Kelly bar of the drill rig in general accordance with ASTM D 3550. The driving weight was permitted to fall freely. The approximate length of the fall, the weight of the hammer or bar, and the number of blows per foot of driving are presented on the boring logs as an index to the relative resistance of the materials sampled. The samples were removed from the sample barrel in the brass rings, sealed, and transported to the laboratory for testing.

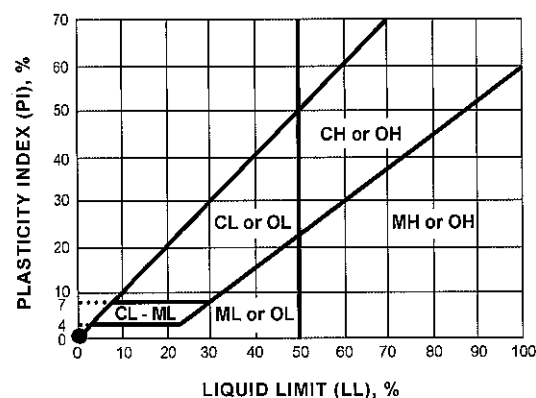
SOIL CLASSIFICATION CHART PER ASTM D 2488

PRIMARY DIVISIONS		SECONDARY DIVISIONS			
		GROUP SYMBOL		GROUP NAME	
COARSE-GRAINED SOILS more than 50% retained on No. 200 sieve	GRAVEL more than 50% of coarse fraction retained on No. 4 sieve	CLEAN GRAVEL less than 5% fines	GW	well-graded GRAVEL	
			GP	poorly graded GRAVEL	
		GRAVEL with DUAL CLASSIFICATIONS 5% to 12% fines	GW-GM	well-graded GRAVEL with silt	
			GP-GM	poorly graded GRAVEL with silt	
			GW-GC	well-graded GRAVEL with clay	
			GP-GC	poorly graded GRAVEL with clay	
	SAND 50% or more of coarse fraction passes No. 4 sieve	GRAVEL with FINES more than 12% fines	GM	silty GRAVEL	
			GC	clayey GRAVEL	
			GC-GM	silty, clayey GRAVEL	
		CLEAN SAND less than 5% fines	SW	well-graded SAND	
			SP	poorly graded SAND	
			SW-SM	well-graded SAND with silt	
			SP-SM	poorly graded SAND with silt	
		SAND with DUAL CLASSIFICATIONS 5% to 12% fines	SW-SC	well-graded SAND with clay	
			SP-SC	poorly graded SAND with clay	
		SAND with FINES more than 12% fines	SM	silty SAND	
			SC	clayey SAND	
			SC-SM	silty, clayey SAND	
FINE-GRAINED SOILS 50% or more passes No. 200 sieve	SILT and CLAY liquid limit less than 50%	INORGANIC	CL	lean CLAY	
			ML	SILT	
			CL-ML	silty CLAY	
		ORGANIC	OL (PI > 4)	organic CLAY	
			OL (PI < 4)	organic SILT	
	SILT and CLAY liquid limit 50% or more	INORGANIC	CH	fat CLAY	
			MH	elastic SILT	
		ORGANIC	OH (plots on or above "A"-line)	organic CLAY	
			OH (plots below "A"-line)	organic SILT	
		Highly Organic Soils		PT	Peat

GRAIN SIZE

DESCRIPTION		SIEVE SIZE	GRAIN SIZE	APPROXIMATE SIZE
Boulders		> 12"	> 12"	Larger than basketball-sized
Cobbles		3 - 12"	3 - 12"	Fist-sized to basketball-sized
Gravel	Coarse	3/4 - 3"	3/4 - 3"	Thumb-sized to fist-sized
	Fine	#4 - 3/4"	0.19 - 0.75"	Pea-sized to thumb-sized
Sand	Coarse	#10 - #4	0.075 - 0.19"	Rock-salt-sized to pea-sized
	Medium	#40 - #10	0.017 - 0.075"	Sugar-sized to rock-salt-sized
	Fine	#200 - #40	0.0029 - 0.017"	Flour-sized to sugar-sized
Fines		Passing #200	< 0.0029"	Flour-sized and smaller

PLASTICITY CHART



APPARENT DENSITY - COARSE-GRAINED SOIL

APPARENT DENSITY	SPOOLING CABLE OR CATHEAD		AUTOMATIC TRIP HAMMER	
	SPT (blows/foot)	MODIFIED SPLIT BARREL (blows/foot)	SPT (blows/foot)	MODIFIED SPLIT BARREL (blows/foot)
Very Loose	≤ 4	≤ 8	≤ 3	≤ 5
Loose	5 - 10	9 - 21	4 - 7	6 - 14
Medium Dense	11 - 30	22 - 63	8 - 20	15 - 42
Dense	31 - 50	64 - 105	21 - 33	43 - 70
Very Dense	> 50	> 105	> 33	> 70

CONSISTENCY - FINE-GRAINED SOIL

CONSISTENCY	SPOOLING CABLE OR CATHEAD		AUTOMATIC TRIP HAMMER	
	SPT (blows/foot)	MODIFIED SPLIT BARREL (blows/foot)	SPT (blows/foot)	MODIFIED SPLIT BARREL (blows/foot)
Very Soft	< 2	< 3	< 1	< 2
Soft	2 - 4	3 - 5	1 - 3	2 - 3
Firm	5 - 8	6 - 10	4 - 5	4 - 6
Stiff	9 - 15	11 - 20	6 - 10	7 - 13
Very Stiff	16 - 30	21 - 39	11 - 20	14 - 26
Hard	> 30	> 39	> 20	> 26

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USCS METHOD OF SOIL CLASSIFICATION

Explanation of USCS Method of Soil Classification

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FIGURE

DEPTH (feet)		SAMPLES Bulk Driven	BLOWS/FOOT	MOISTURE (%)	DRY DENSITY (PCF)	SYMBOL	CLASSIFICATION U.S.C.S.	BORING LOG EXPLANATION SHEET
0								Bulk sample. Modified split-barrel drive sampler. No recovery with modified split-barrel drive sampler. Sample retained by others. Standard Penetration Test (SPT). No recovery with a SPT. Shelby tube sample. Distance pushed in inches/length of sample recovered in inches. No recovery with Shelby tube sampler. Continuous Push Sample. Seepage. Groundwater encountered during drilling. Groundwater measured after drilling.
5			XX/XX					
10								
							SM	MAJOR MATERIAL TYPE (SOIL): Solid line denotes unit change.
							CL	Dashed line denotes material change. Attitudes: Strike/Dip b: Bedding c: Contact j: Joint f: Fracture F: Fault cs: Clay Seam s: Shear bss: Basal Slide Surface sf: Shear Fracture sz: Shear Zone sbs: Shear Bedding Surface
15								
20								The total depth line is a solid line that is drawn at the bottom of the boring.

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BORING LOG

Explanation of Boring Log Symbols

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FIGURE

DEPTH (feet)	SAMPLES Bulk Driven	BLOWS/FOOT	MOISTURE (%)	DRY DENSITY (PCF)	SYMBOL	CLASSIFICATION U.S.C.S.	DATE DRILLED <u>9/16/15</u> BORING NO. <u>B-1</u>	
							GROUND ELEVATION <u>1,023 ± (MSC)</u> SHEET <u>1</u> OF <u>1</u>	
METHOD OF DRILLING <u>Diedrich D-50, 8" Diameter Hollow-Stem Auger (D&S Drilling)</u>							DRIVE WEIGHT <u>140 lbs. (Automatic)</u> DROP <u>30"</u>	
SAMPLED BY <u>DM</u> LOGGED BY <u>DM</u> REVIEWED BY <u>BJC</u>							DESCRIPTION/INTERPRETATION	
0							ASPHALT CONCRETE: Approximately 7 inches thick.	
							AGGREGATE BASE: Approximately 7 inches thick.	
		20	12.1	118.1		CL	FILL: Brown, moist, very stiff, sandy lean CLAY; trace gravel.	
		10					Stiff; scattered caliche nodules.	
5		57				SC	ALLUVIUM: Brown, moist, dense, clayey SAND.	
		35					Very dense.	
10							Total Depth = 10 feet. Groundwater not encountered during drilling. Backfilled and asphalt concrete patched on 9/16/15 shortly after completion of drilling. <u>Notes:</u> Groundwater, though not encountered at the time of drilling, may rise to a higher level due to the proximity of the Agua Fria River, the New River, seasonal variations in precipitation and several other factors as discussed in the report. The ground elevation shown above is an estimation only. It is based on our interpretations of published maps and other documents reviewed for the purposes of this evaluation. It is not sufficiently accurate for preparing construction bids and design documents.	
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20								

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BORING LOG

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PHOENIX, ARIZONA

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FIGURE
A-1

DEPTH (feet)	BULK SAMPLES Driven	BLOWS/FOOT	MOISTURE (%)	DRY DENSITY (PCF)	SYMBOL	CLASSIFICATION U.S.C.S.	DATE DRILLED <u>9/16/15</u> BORING NO. <u>B-2</u> GROUND ELEVATION <u>1,025 ± (MSC)</u> SHEET <u>1</u> OF <u>1</u> METHOD OF DRILLING <u>Diedrich D-50, 8" Diameter Hollow-Stem Auger (D&S Drilling)</u> DRIVE WEIGHT <u>140 lbs. (Automatic)</u> DROP <u>30"</u> SAMPLED BY <u>DM</u> LOGGED BY <u>DM</u> REVIEWED BY <u>BJC</u>		
							DESCRIPTION/INTERPRETATION		
0							<u>ASPHALT CONCRETE</u> : Approximately 10 1/2 inches thick.		
5						SC	<u>FILL</u> : Brown, moist, loose, clayey SAND; trace gravel.		
14			17.6	100.4					
8						SC	<u>ALLUVIUM</u> : Brown, moist, medium dense, clayey SAND; scattered caliche nodules.		
16									
10						SP	Brown, dry, medium dense, poorly graded SAND; trace gravel.		
15							Total Depth = 10 feet. Groundwater not encountered during drilling. Backfilled and asphalt concrete patched on 9/16/15 shortly after completion of drilling. <u>Notes</u> : Groundwater, though not encountered at the time of drilling, may rise to a higher level due to the proximity of the Agua Fria River, the New River, seasonal variations in precipitation and several other factors as discussed in the report. The ground elevation shown above is an estimation only. It is based on our interpretations of published maps and other documents reviewed for the purposes of this evaluation. It is not sufficiently accurate for preparing construction bids and design documents.		
20									

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BORING LOG

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FIGURE

A-2

DEPTH (feet)	SAMPLES Bulk Driven	BLOWS/FOOT	MOISTURE (%)	DRY DENSITY (PCF)	SYMBOL	CLASSIFICATION U.S.C.S.	DATE DRILLED	BORING NO.				
							9/16/15	B-3				
							GROUND ELEVATION	1,026 ± (MSC)	SHEET	1	OF	1
							METHOD OF DRILLING			Diedrich D-50, 8" Diameter Hollow-Stem Auger (D&S Drilling)		
							DRIVE WEIGHT	140 lbs. (Automatic)	DROP	30"		
							SAMPLED BY	DM	LOGGED BY	DM	REVIEWED BY	BJC
DESCRIPTION/INTERPRETATION												
0							ASPHALT CONCRETE: Approximately 9 1/2 inches thick.					
9						SM	FILL: Brown, moist, loose, silty SAND.					
6												
5						SC	ALLUVIUM: Brown, moist, medium dense, clayey SAND.					
32			13.1	108.2		SM	Brown, dry, medium dense, silty SAND.					
13						SC	Brown, moist, medium dense, clayey SAND; trace gravel.					
10							Total Depth = 10 feet. Groundwater not encountered during drilling. Backfilled and asphalt concrete patched on 9/16/15 shortly after completion of drilling.					
							<u>Notes:</u> Groundwater, though not encountered at the time of drilling, may rise to a higher level due to the proximity of the Agua Fria River, the New River, seasonal variations in precipitation and several other factors as discussed in the report.					
							The ground elevation shown above is an estimation only. It is based on our interpretations of published maps and other documents reviewed for the purposes of this evaluation. It is not sufficiently accurate for preparing construction bids and design documents.					
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FIGURE
A-3

DEPTH (feet)	SAMPLES Bulk Driven	BLOWS/FOOT	MOISTURE (%)	DRY DENSITY (PCF)	SYMBOL	CLASSIFICATION U.S.C.S.	DATE DRILLED	BORING NO.
							9/16/15	B-4
GROUND ELEVATION							1,027 ± (MSC)	SHEET 1 OF 1
METHOD OF DRILLING							Diedrich D-50, 8" Diameter Hollow-Stem Auger (D&S Drilling)	
DRIVE WEIGHT							140 lbs. (Automatic)	DROP 30"
SAMPLED BY							DM	LOGGED BY
							DM	REVIEWED BY
							BJC	
DESCRIPTION/INTERPRETATION								
0							ASPHALT CONCRETE: Approximately 5 1/2 inches thick.	
							AGGREGATE BASE: Approximately 6 inches thick.	
		4				SC	Fill: Brown, dry, loose, clayey SAND.	
		10					Trace gravel.	
5						SM	ALLUVIUM: Brown, dry, medium dense, silty SAND; trace clay.	
		20						
						SC	Brown, dry, medium dense, clayey SAND.	
		26	6.3	119.1				
10						SP	Brown, dry, medium dense, poorly graded SAND; trace gravel.	
							Total Depth = 10 feet.	
							Groundwater not encountered during drilling.	
							Backfilled and asphalt concrete patched on 9/16/15 shortly after completion of drilling.	
							Notes:	
							Groundwater, though not encountered at the time of drilling, may rise to a higher level due to the proximity of the Agua Fria River, the New River, seasonal variations in precipitation and several other factors as discussed in the report.	
							The ground elevation shown above is an estimation only. It is based on our interpretations of published maps and other documents reviewed for the purposes of this evaluation. It is not sufficiently accurate for preparing construction bids and design documents.	
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FIGURE

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A-4

DEPTH (feet)	SAMPLES Bulk Driven	BLOWS/FOOT	MOISTURE (%)	DRY DENSITY (PCF)	SYMBOL	CLASSIFICATION U.S.C.S.	DATE DRILLED <u>9/16/15</u> BORING NO. <u>B-5</u>	
							GROUND ELEVATION <u>1,029 ± (MSC)</u> SHEET <u>1</u> OF <u>1</u>	
METHOD OF DRILLING <u>Diedrich D-50, 8" Diameter Hollow-Stem Auger (D&S Drilling)</u>							DRIVE WEIGHT <u>140 lbs. (Automatic)</u> DROP <u>30"</u>	
SAMPLED BY <u>DM</u> LOGGED BY <u>DM</u> REVIEWED BY <u>BJC</u>							DESCRIPTION/INTERPRETATION	
0							ASPHALT CONCRETE: Approximately 6 1/2 inches thick.	
14		14	8.2	117.1		ML	FILL: Brown, dry, loose, sandy SILT.	
6								
59						SC	ALLUVIUM: Brown, dry, dense, clayey SAND.	
22								
10							Total Depth = 10 feet. Groundwater not encountered during drilling. Backfilled and asphalt concrete patched on 9/16/15 shortly after completion of drilling.	
							Notes: Groundwater, though not encountered at the time of drilling, may rise to a higher level due to the proximity of the Agua Fria River, the New River, seasonal variations in precipitation and several other factors as discussed in the report.	
							The ground elevation shown above is an estimation only. It is based on our interpretations of published maps and other documents reviewed for the purposes of this evaluation. It is not sufficiently accurate for preparing construction bids and design documents.	
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BORING LOG		
107TH AVENUE PAVING IMPROVEMENTS PHOENIX, ARIZONA		
PROJECT NO. 604899001	DATE 10/15	FIGURE A-5

DEPTH (feet)	BULK SAMPLES Driven	BLOWS/FOOT	MOISTURE (%)	DRY DENSITY (PCF)	SYMBOL	CLASSIFICATION U.S.C.S.	DATE DRILLED <u>9/16/15</u> BORING NO. <u>B-6</u>	
							GROUND ELEVATION <u>1,031 ± (MSC)</u> SHEET <u>1</u> OF <u>1</u>	
METHOD OF DRILLING <u>Diedrich D-50, 8" Diameter Hollow-Stem Auger (D&S Drilling)</u>							DRIVE WEIGHT <u>140 lbs. (Automatic)</u> DROP <u>30"</u>	
SAMPLED BY <u>DM</u> LOGGED BY <u>DM</u> REVIEWED BY <u>BJC</u>							DESCRIPTION/INTERPRETATION	
0						SM	<u>FILL:</u> Brown, dry, loose, silty SAND; trace clay.	
6								
25						SC	<u>ALLUVIUM:</u> Brown, dry, medium dense, clayey SAND; scattered caliche nodules.	
5								
17								
33			4.0	115.3				
10							Total Depth = 10 feet. Groundwater not encountered during drilling. Backfilled on 9/16/15 shortly after completion of drilling.	
							<u>Notes:</u> Groundwater, though not encountered at the time of drilling, may rise to a higher level due to the proximity of the Agua Fria River, the New River, seasonal variations in precipitation and several other factors as discussed in the report.	
							The ground elevation shown above is an estimation only. It is based on our interpretations of published maps and other documents reviewed for the purposes of this evaluation. It is not sufficiently accurate for preparing construction bids and design documents.	
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FIGURE
A-6

DEPTH (feet)	SAMPLES	BLOWS/FOOT	MOISTURE (%)	DRY DENSITY (PCF)	SYMBOL	CLASSIFICATION U.S.C.S.	DATE DRILLED <u>9/16/15</u> BORING NO. <u>B-7</u>	
							GROUND ELEVATION <u>1,032 ± (MSC)</u> SHEET <u>1</u> OF <u>1</u>	
METHOD OF DRILLING <u>Diedrich D-50, 8" Diameter Hollow-Stem Auger (D&S Drilling)</u>							DRIVE WEIGHT <u>140 lbs. (Automatic)</u> DROP <u>30"</u>	
SAMPLED BY <u>DM</u> LOGGED BY <u>DM</u> REVIEWED BY <u>BJC</u>							DESCRIPTION/INTERPRETATION	
0							ASPHALT CONCRETE: Approximately 8 inches thick.	
14						SC	FILL: Brown, dry, loose, clayey SAND. Medium dense.	
13								
5						SC-SM	ALLUVIUM: Brown, dry, medium dense, silty, clayey SAND; trace gravel.	
34		8.7	90.0					
9						SP	Brown, dry, medium dense, poorly graded SAND; trace gravel.	
10							Total Depth = 10 feet. Groundwater not encountered during drilling. Backfilled and asphalt concrete patched on 9/16/15 shortly after completion of drilling. Notes: Groundwater, though not encountered at the time of drilling, may rise to a higher level due to the proximity of the Agua Fria River, the New River, seasonal variations in precipitation and several other factors as discussed in the report. The ground elevation shown above is an estimation only. It is based on our interpretations of published maps and other documents reviewed for the purposes of this evaluation. It is not sufficiently accurate for preparing construction bids and design documents.	
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FIGURE
A-7

DEPTH (feet)	SAMPLES Bulk Driven	BLOWS/FOOT	MOISTURE (%)	DRY DENSITY (PCF)	SYMBOL	CLASSIFICATION U.S.C.S.	DATE DRILLED <u>9/16/15</u> BORING NO. <u>B-8</u>	
							GROUND ELEVATION <u>1,032 ± (MSC)</u> SHEET <u>1</u> OF <u>1</u>	
METHOD OF DRILLING <u>Diedrich D-50, 8" Diameter Hollow-Stem Auger (D&S Drilling)</u>							DRIVE WEIGHT <u>140 lbs. (Automatic)</u> DROP <u>30"</u>	
SAMPLED BY <u>DM</u> LOGGED BY <u>DM</u> REVIEWED BY <u>BJC</u>							DESCRIPTION/INTERPRETATION	
0							ASPHALT CONCRETE: Approximately 7 inches thick.	
6						SM	<u>FILL:</u> Brown, dry, loose, silty SAND; trace gravel.	
13			10.8	111.0				
36						SC	<u>ALLUVIUM:</u> Brown, dry, very dense, clayey SAND.	
50/5"								
10							Total Depth = 9.4 feet. Groundwater not encountered during drilling. Backfilled and asphalt concrete patched on 9/16/15 shortly after completion of drilling. <u>Notes:</u> Groundwater, though not encountered at the time of drilling, may rise to a higher level due to the proximity of the Agua Fria River, the New River, seasonal variations in precipitation and several other factors as discussed in the report. The ground elevation shown above is an estimation only. It is based on our interpretations of published maps and other documents reviewed for the purposes of this evaluation. It is not sufficiently accurate for preparing construction bids and design documents.	
15								
20								



BORING LOG		
107TH AVENUE PAVING IMPROVEMENTS PHOENIX, ARIZONA		
PROJECT NO. 604899001	DATE 10/15	FIGURE A-8

DEPTH (feet)	SAMPLES Bulk Driven	BLOWS/FOOT	MOISTURE (%)	DRY DENSITY (PCF)	SYMBOL	CLASSIFICATION U.S.C.S.	DATE DRILLED <u>9/16/15</u> BORING NO. <u>B-9</u> GROUND ELEVATION <u>1,033 ± (MSC)</u> SHEET <u>1</u> OF <u>1</u> METHOD OF DRILLING <u>Diedrich D-50, 8" Diameter Hollow-Stem Auger (D&S Drilling)</u> DRIVE WEIGHT <u>140 lbs. (Automatic)</u> DROP <u>30"</u> SAMPLED BY <u>DM</u> LOGGED BY <u>DM</u> REVIEWED BY <u>BJC</u>		
							DESCRIPTION/INTERPRETATION		
0							ASPHALT CONCRETE: Approximately 5 inches thick. AGGREGATE BASE: Approximately 8 inches thick.		
26					SM		FILL: Brown, dry, medium dense, silty SAND; few gravel.		
6							Loose.		
22			8.7	105.9	SM		ALLUVIUM: Brown, dry, medium dense, silty SAND.		
11					SP		Brown, dry, medium dense, poorly graded SAND.		
10							Total Depth = 10 feet. Groundwater not encountered during drilling. Backfilled and asphalt concrete patched on 9/16/15 shortly after completion of drilling. Notes: Groundwater, though not encountered at the time of drilling, may rise to a higher level due to the proximity of the Agua Fria River, the New River, seasonal variations in precipitation and several other factors as discussed in the report. The ground elevation shown above is an estimation only. It is based on our interpretations of published maps and other documents reviewed for the purposes of this evaluation. It is not sufficiently accurate for preparing construction bids and design documents.		
15									
20									



BORING LOG		
107TH AVENUE PAVING IMPROVEMENTS PHOENIX, ARIZONA		
PROJECT NO. 604899001	DATE 10/15	FIGURE A-9

APPENDIX B

LABORATORY TESTING

Classification

Soils were visually and texturally classified in accordance with the Unified Soil Classification System (USCS) in general accordance with ASTM D 2488. Soil classifications are indicated on the logs of the exploratory borings in Appendix A.

In-Place Moisture and Density Tests

The moisture content and dry density of relatively undisturbed samples obtained from the exploratory borings were evaluated in general accordance with ASTM D 2937. The test results are presented on the boring logs in Appendix A.

Gradation Analysis

Gradation analysis tests were performed on selected representative soil samples in general accordance with ASTM D 422. The grain-size distribution curves are shown on Figures B-1 through B-9. The test results were utilized in evaluating the soil classifications in accordance with the USCS.

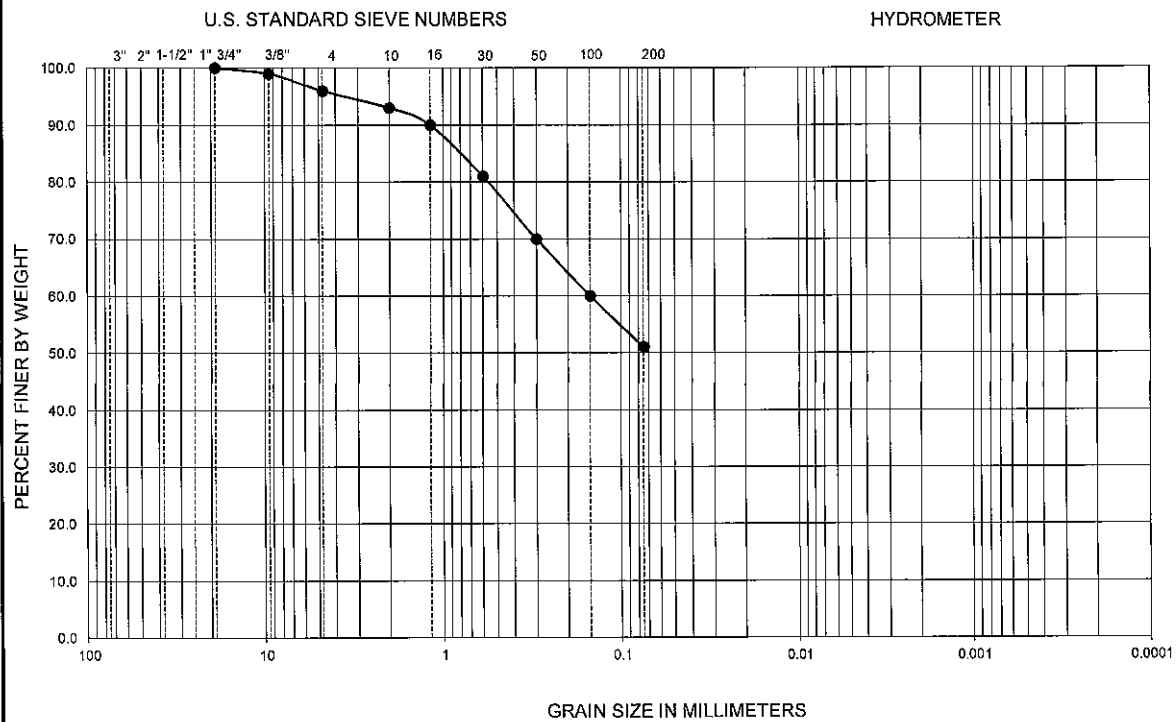
Atterberg Limits

Tests were performed on selected representative fine-grained soil samples to evaluate the liquid limit, plastic limit, and plasticity index in general accordance with ASTM D 4318. These test results were utilized to evaluate the soil classification in accordance with the Unified Soil Classification System. The test results and classifications are shown on Figures B-10 and B-11 in Appendix B.

Soil Corrosivity Tests

Soil pH and resistivity tests were performed on a representative sample in general accordance with Arizona Test Method 236c. The soluble sulfate and chloride contents of the selected sample were evaluated in general accordance with Arizona Test Method 733 and Arizona Test Method 736, respectively. The test results are presented on Figure B-12.

GRAVEL		SAND			FINES	
Coarse	Fine	Coarse	Medium	Fine	SILT	CLAY

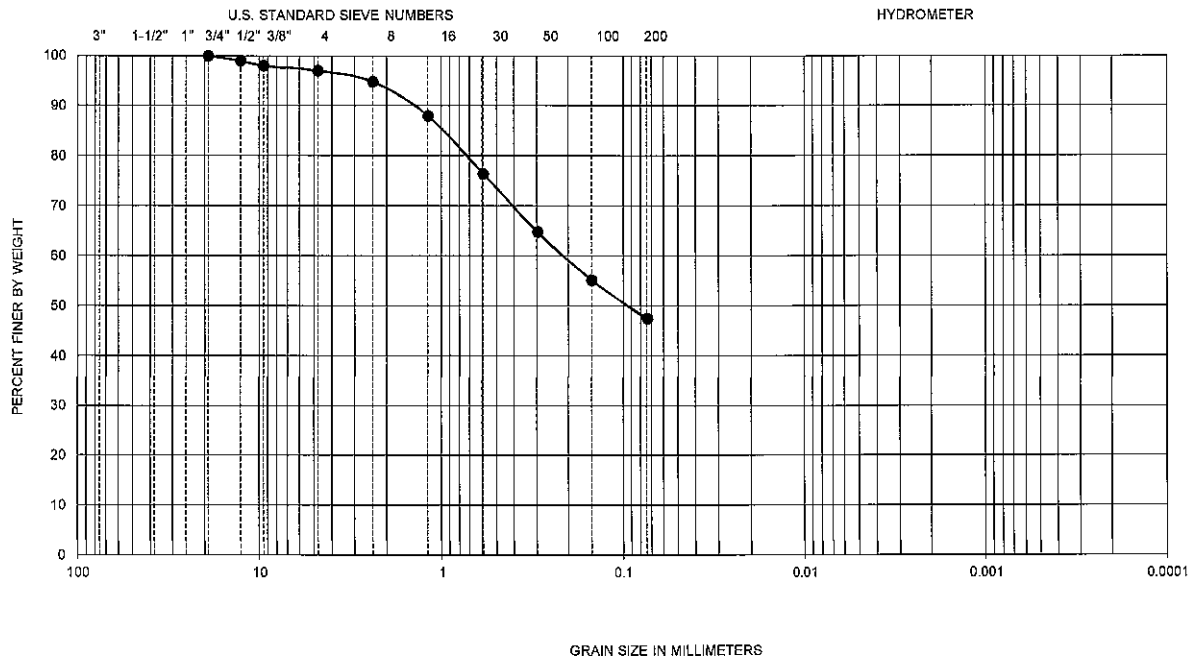


Symbol	Sample Location	Depth (ft)	Liquid Limit	Plastic Limit	Plasticity Index	D ₁₀	D ₃₀	D ₆₀	C _u	C _c	Passing No. 200 (%)	USCS
●	B-1	1.0-2.5	24	15	9	--	--	--	--	--	51	CL

PERFORMED IN GENERAL ACCORDANCE WITH ASTM D 422

Ninyo & Moore		GRADATION TEST RESULTS	FIGURE B-1
PROJECT NO.	DATE	107TH AVENUE PAVING IMPROVEMENTS INDIAN SCHOOL ROAD TO CAMELBACK ROAD PHOENIX, ARIZONA	
604899001	10/15		

GRAVEL		SAND			FINES	
Coarse	Fine	Coarse	Medium	Fine	Silt	Clay

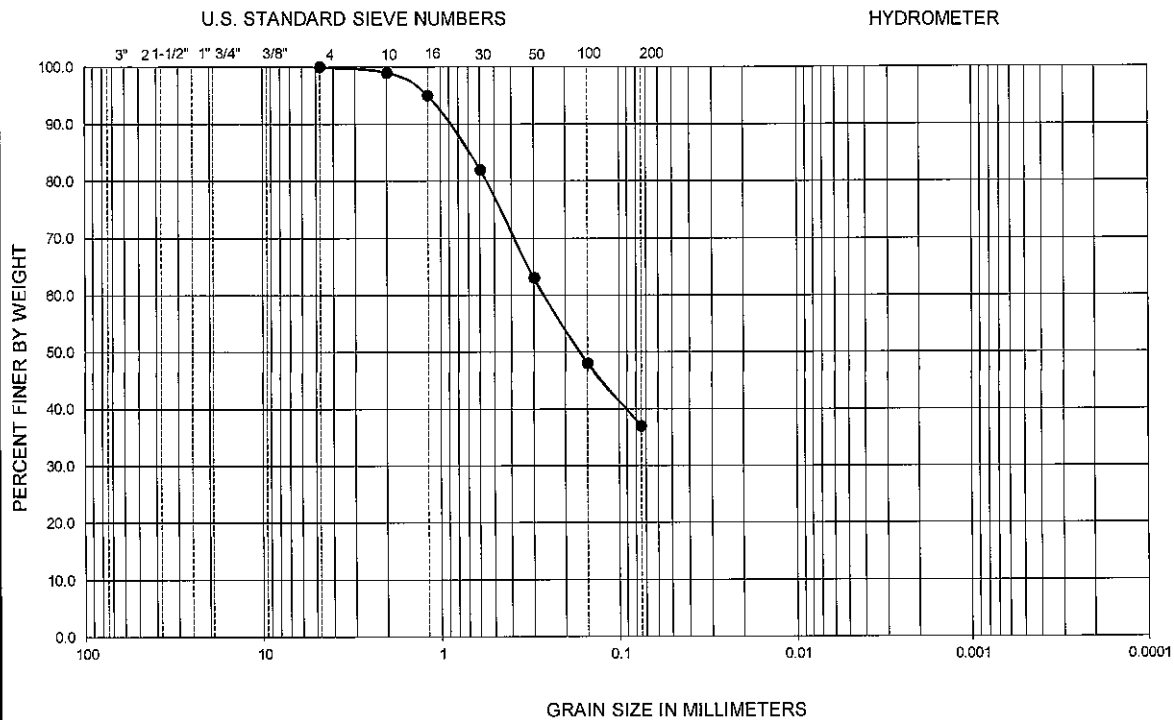


Symbol	Hole No.	Depth (ft)	Liquid Limit	Plastic Limit	Plasticity Index	D ₁₀	D ₃₀	D ₆₀	C _u	C _c	Passing No. 200 (%)	U.S.C.S
●	B-2	1.0-5.0	29	16	13	--	--	--	--	--	47	SC

PERFORMED IN GENERAL ACCORDANCE WITH ASTM D 422

Ninyo & Moore		GRADATION TEST RESULTS	FIGURE B-2
PROJECT NO.	DATE	107TH AVENUE PAVING IMPROVEMENTS INDIAN SCHOOL ROAD TO CAMELBACK ROAD PHOENIX, ARIZONA	
604899001	10/15		

GRAVEL		SAND			FINES	
Coarse	Fine	Coarse	Medium	Fine	SILT	CLAY

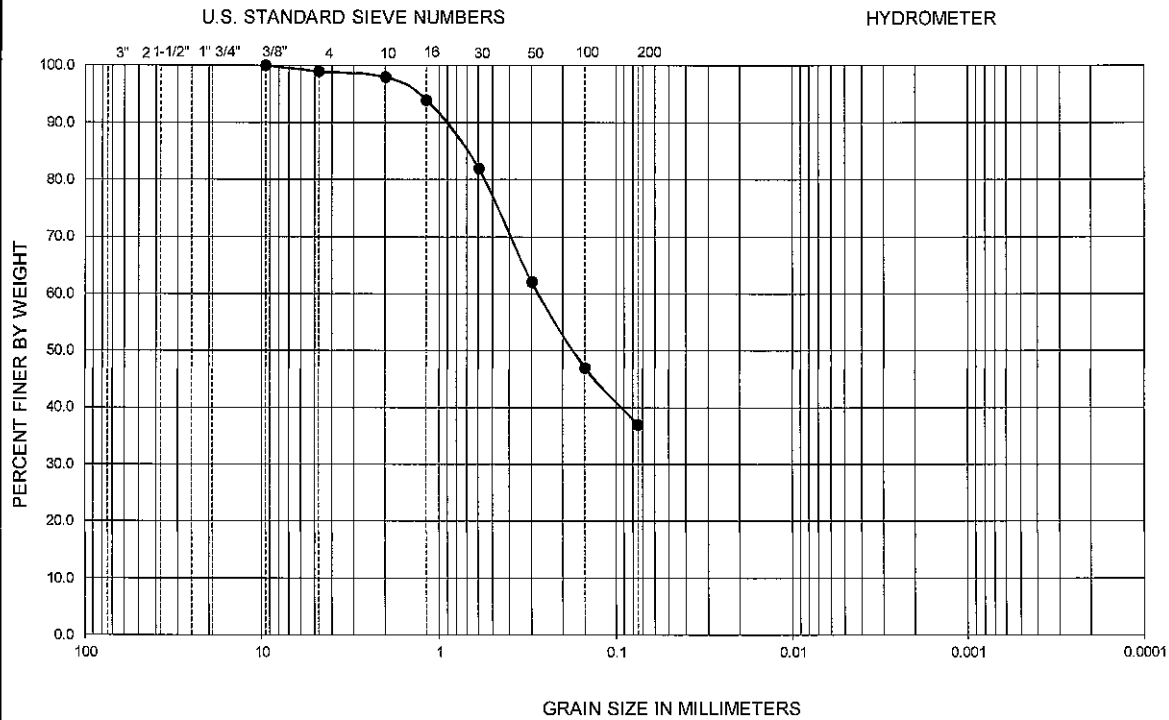


Symbol	Sample Location	Depth (ft)	Liquid Limit	Plastic Limit	Plasticity Index	D ₁₀	D ₃₀	D ₆₀	C _u	C _c	Passing No. 200 (%)	USCS
●	B-3	1.0-2.5	--	--	NP	--	--	--	--	--	37	SM

PERFORMED IN GENERAL ACCORDANCE WITH ASTM D 422
NP - INDICATES NON-PLASTIC

Ninyo & Moore		GRADATION TEST RESULTS	FIGURE B-3
PROJECT NO.	DATE	107TH AVENUE PAVING IMPROVEMENTS INDIAN SCHOOL ROAD TO CAMELBACK ROAD PHOENIX, ARIZONA	
604899001	10/15		

GRAVEL		SAND			FINES	
Coarse	Fine	Coarse	Medium	Fine	SILT	CLAY

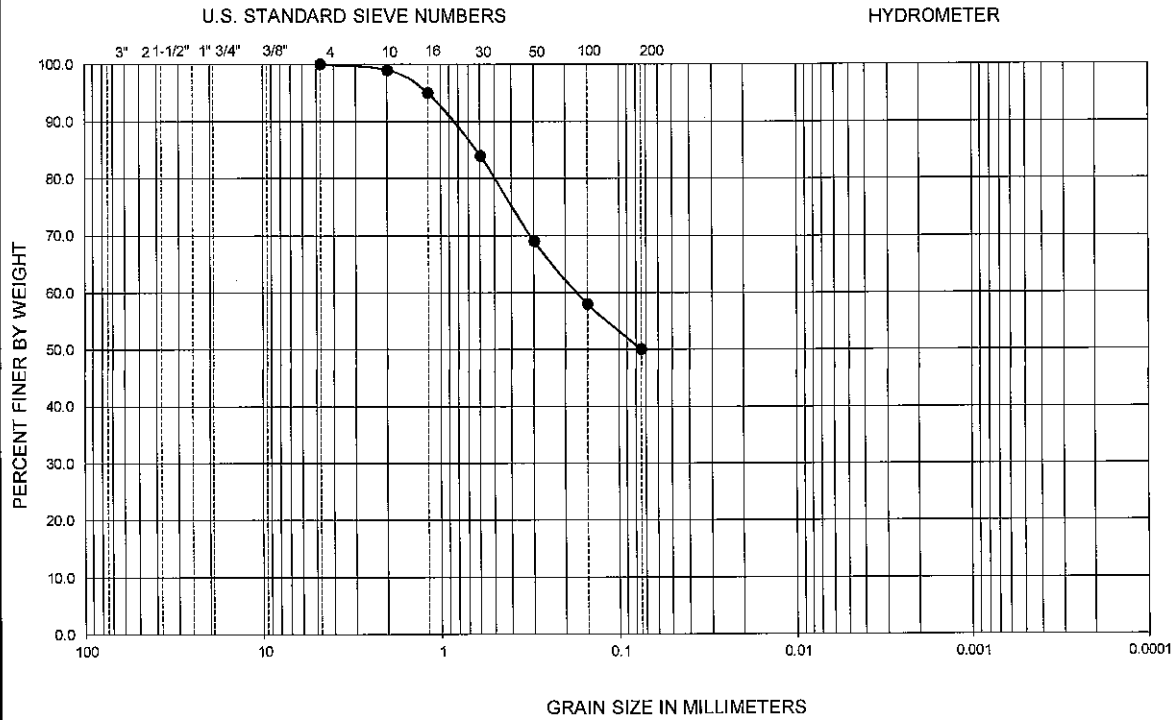


Symbol	Sample Location	Depth (ft)	Liquid Limit	Plastic Limit	Plasticity Index	D ₁₀	D ₃₀	D ₆₀	C _u	C _c	Passing No. 200 (%)	USCS
●	B-4	3.5-5.0	28	17	11	--	--	--	--	--	37	SC

PERFORMED IN GENERAL ACCORDANCE WITH ASTM D 422

Ninyo & Moore		GRADATION TEST RESULTS	FIGURE
PROJECT NO.	DATE	107TH AVENUE PAVING IMPROVEMENTS INDIAN SCHOOL ROAD TO CAMELBACK ROAD PHOENIX, ARIZONA	B-4
604899001	10/15		

GRAVEL		SAND			FINES	
Coarse	Fine	Coarse	Medium	Fine	SILT	CLAY

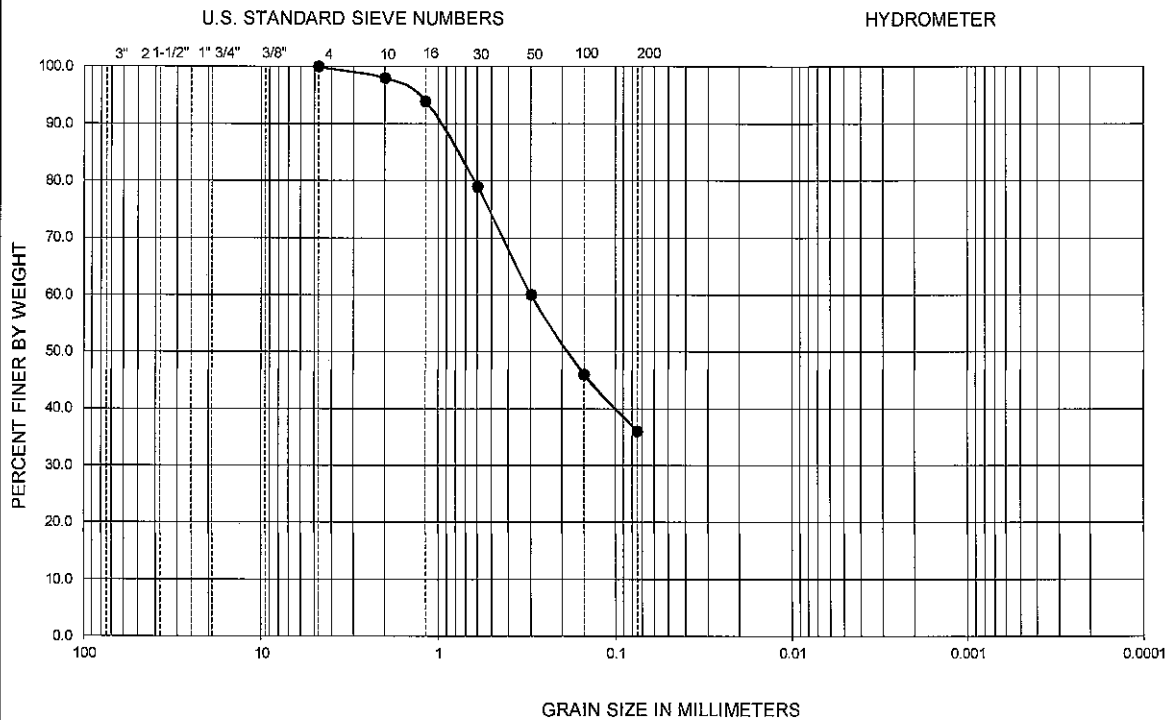


Symbol	Sample Location	Depth (ft)	Liquid Limit	Plastic Limit	Plasticity Index	D ₁₀	D ₃₀	D ₆₀	C _u	C _c	Passing No. 200 (%)	USCS
●	B-5	1.0-2.5	--	--	NP	--	--	--	--	--	50	ML

PERFORMED IN GENERAL ACCORDANCE WITH ASTM D 422
NP - INDICATES NON-PLASTIC

Ninyo & Moore		GRADATION TEST RESULTS	FIGURE B-5
PROJECT NO.	DATE	107TH AVENUE PAVING IMPROVEMENTS INDIAN SCHOOL ROAD TO CAMELBACK ROAD PHOENIX, ARIZONA	
604899001	10/15		

GRAVEL		SAND			FINES	
Coarse	Fine	Coarse	Medium	Fine	SILT	CLAY

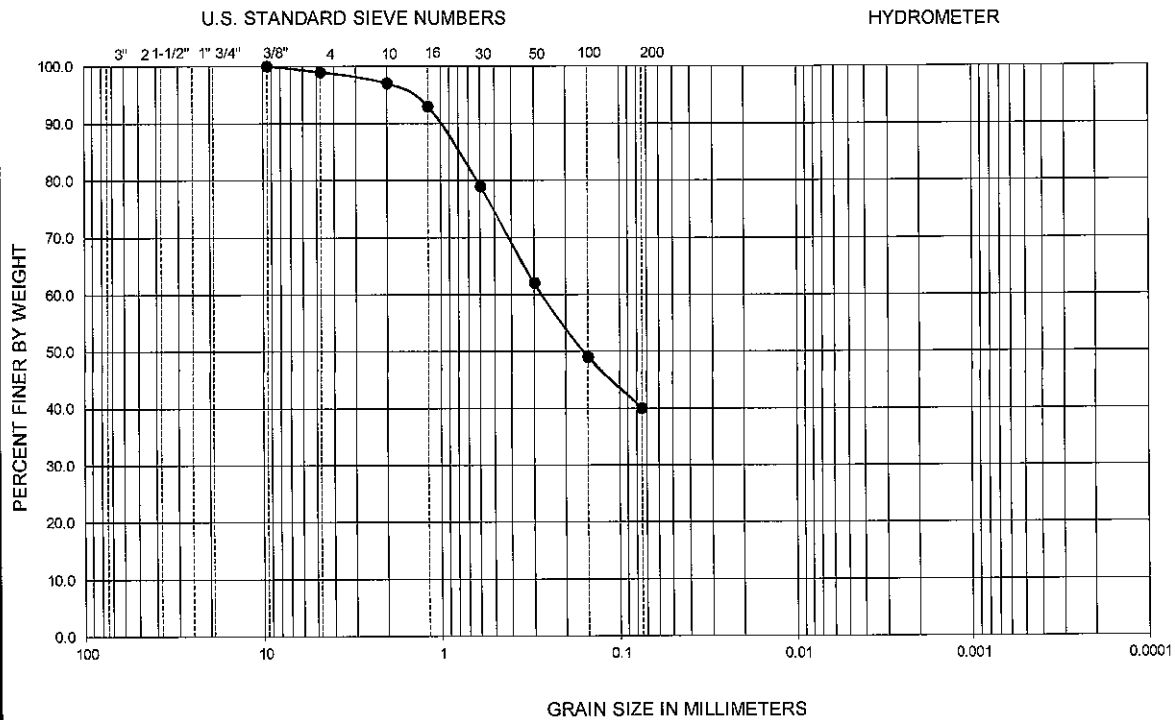


Symbol	Sample Location	Depth (ft)	Liquid Limit	Plastic Limit	Plasticity Index	D ₁₀	D ₃₀	D ₆₀	C _u	C _c	Passing No. 200 (%)	USCS
●	B-6	1.0-2.5	--	--	NP	--	--	--	--	--	36	SM

PERFORMED IN GENERAL ACCORDANCE WITH ASTM D 422
NP - INDICATES NON-PLASTIC

Ninyo & Moore		GRADATION TEST RESULTS	FIGURE
PROJECT NO.	DATE	107TH AVENUE PAVING IMPROVEMENTS INDIAN SCHOOL ROAD TO CAMELBACK ROAD PHOENIX, ARIZONA	B-6
604899001	10/15		

GRAVEL		SAND			FINES	
Coarse	Fine	Coarse	Medium	Fine	SILT	CLAY

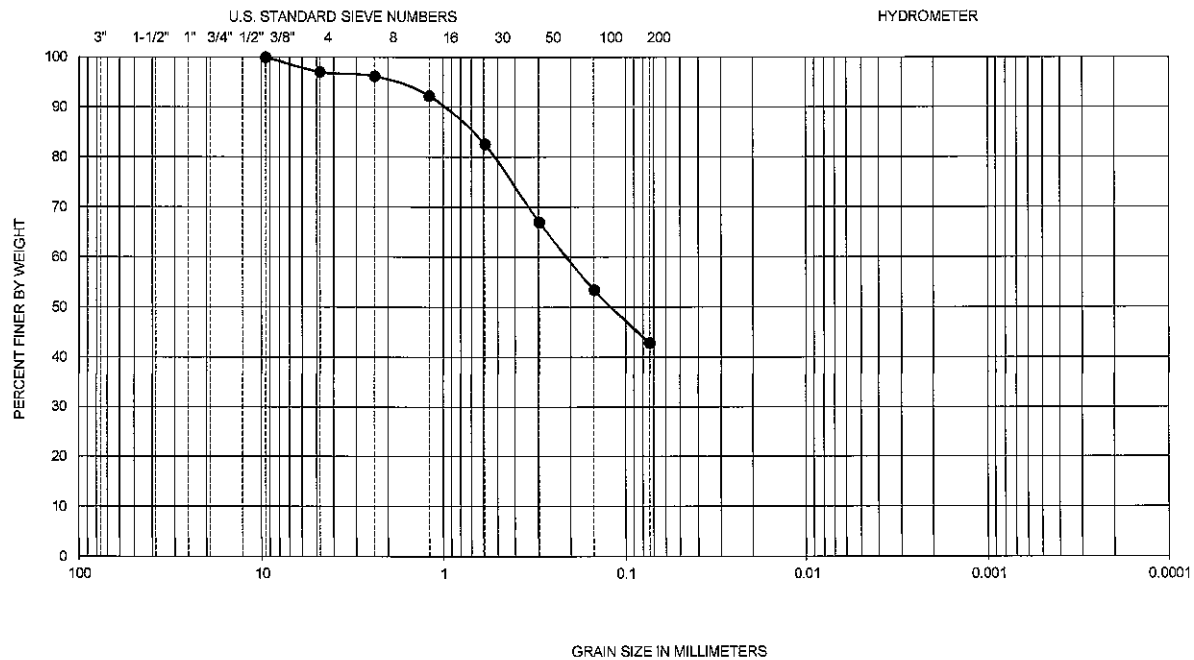


Symbol	Sample Location	Depth (ft)	Liquid Limit	Plastic Limit	Plasticity Index	D ₁₀	D ₃₀	D ₆₀	C _u	C _c	Passing No. 200 (%)	USCS
●	B-7	6.0-7.5	24	17	7	--	--	--	--	--	40	SC-SM

PERFORMED IN GENERAL ACCORDANCE WITH ASTM D 422

Ninyo & Moore		GRADATION TEST RESULTS	FIGURE B-7
PROJECT NO.	DATE	107TH AVENUE PAVING IMPROVEMENTS INDIAN SCHOOL ROAD TO CAMELBACK ROAD PHOENIX, ARIZONA	
604899001	10/15		

GRAVEL		SAND			FINES	
Coarse	Fine	Coarse	Medium	Fine	Silt	Clay



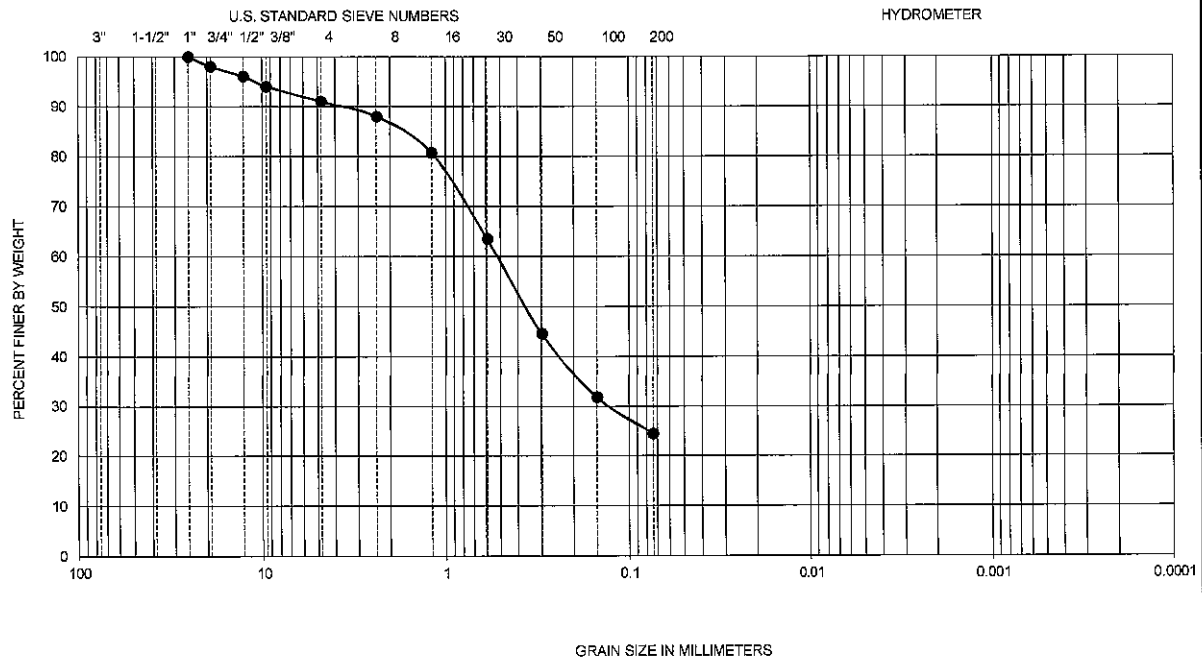
Symbol	Hole No.	Depth (ft)	Liquid Limit	Plastic Limit	Plasticity Index	D ₁₀	D ₃₀	D ₆₀	C _u	C _c	Passing No. 200 (%)	U.S.C.S
●	B-8	1.0-5.0	--	--	NP	--	--	--	--	--	43	SM

PERFORMED IN GENERAL ACCORDANCE WITH ASTM D 422

NP - INDICATES NON-PLASTIC

<i>Ningo & Moore</i>		GRADATION TEST RESULTS	FIGURE B-8
PROJECT NO.	DATE	107TH AVENUE PAVING IMPROVEMENTS INDIAN SCHOOL ROAD TO CAMELBACK ROAD PHOENIX, ARIZONA	
604899001	10/15		

GRAVEL		SAND			FINES	
Coarse	Fine	Coarse	Medium	Fine	Silt	Clay



Symbol	Hole No.	Depth (ft)	Liquid Limit	Plastic Limit	Plasticity Index	D ₁₀	D ₃₀	D ₆₀	C _u	C _c	Passing No. 200 (%)	U.S.C.S
●	B-9	1.0-5.0	--	--	NP	--	--	--	--	--	24	SM

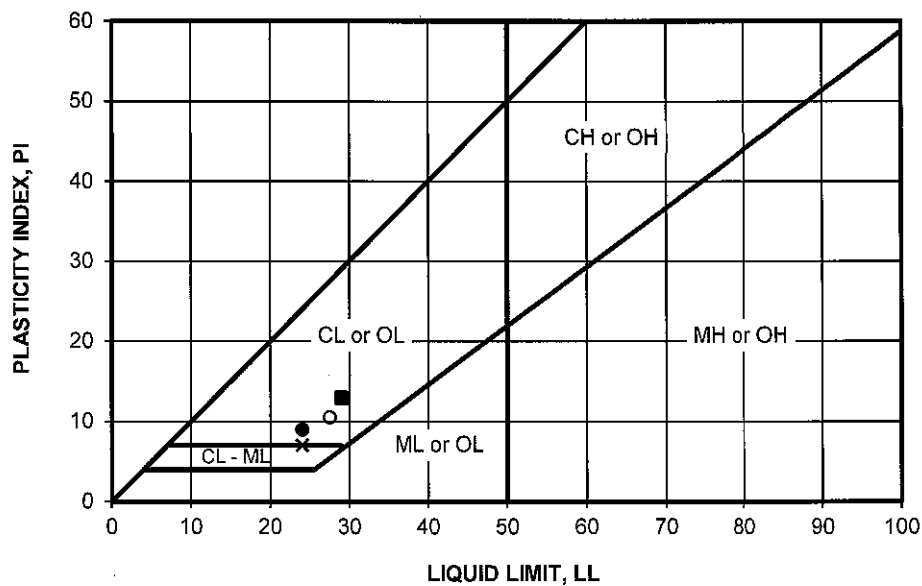
PERFORMED IN GENERAL ACCORDANCE WITH ASTM D 422

NP - INDICATES NON-PLASTIC

Ninyo & Moore		GRADATION TEST RESULTS	FIGURE B-9
PROJECT NO.	DATE	107TH AVENUE PAVING IMPROVEMENTS INDIAN SCHOOL ROAD TO CAMELBACK ROAD PHOENIX, ARIZONA	
604899001	10/15		

SYMBOL	LOCATION	DEPTH (FT)	LIQUID LIMIT, LL	PLASTIC LIMIT, PL	PLASTICITY INDEX, PI	USCS CLASSIFICATION (Fraction Finer Than No. 40 Sieve)	USCS (Entire Sample)
●	B-1	1.0-2.5	24	15	9	CL	CL
■	B-2	1.0-5.0	29	16	13	CL	SC
◆	B-3	1.0-2.5	--	--	NP	ML	SM
○	B-4	3.5-5.0	28	17	11	CL	SC
□	B-5	1.0-2.5	--	--	NP	ML	ML
△	B-6	1.0-2.5	--	--	NP	ML	SM
x	B-7	6.0-7.5	24	17	7	CL-ML	SC-SM
+	B-8	1.0-5.0	--	--	NP	ML	SM

NP - INDICATES NON-PLASTIC

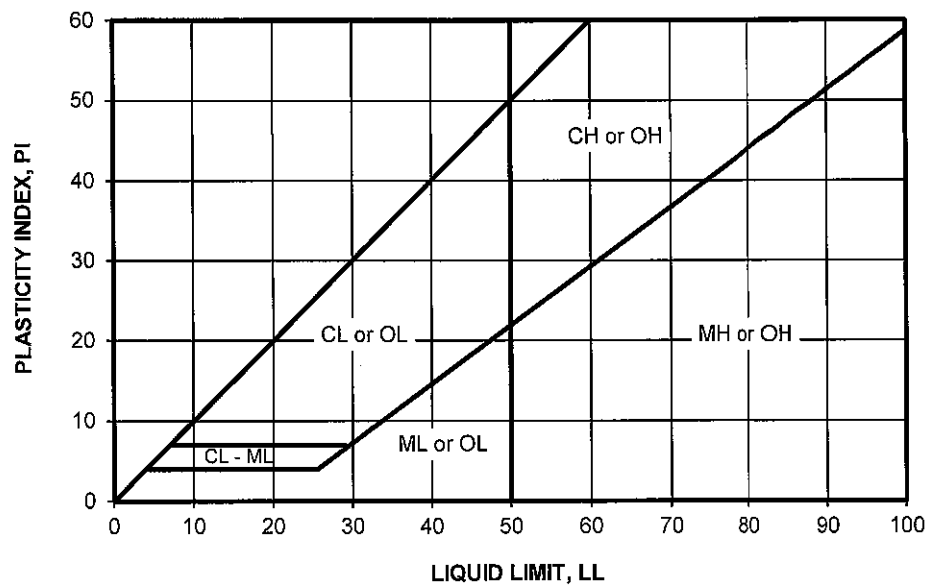


PERFORMED IN GENERAL ACCORDANCE WITH ASTM D 4318

Ningo & Moore		ATTERBERG LIMITS TEST RESULTS		FIGURE B-10
PROJECT NO.	DATE	107TH AVENUE PAVING IMPROVEMENTS INDIAN SCHOOL ROAD TO CAMELBACK ROAD PHOENIX, ARIZONA		
604899001	10/15			

SYMBOL	LOCATION	DEPTH (FT)	LIQUID LIMIT, LL	PLASTIC LIMIT, PL	PLASTICITY INDEX, PI	USCS CLASSIFICATION (Fraction Finer Than No. 40 Sieve)	USCS (Entire Sample)
•	B-9	1.0-5.0	--	--	NP	ML	SM

NP - INDICATES NON-PLASTIC



PERFORMED IN GENERAL ACCORDANCE WITH ASTM D 4318

Ningo & Moore		ATTERBERG LIMITS TEST RESULTS		FIGURE B-11
PROJECT NO.	DATE	107TH AVENUE PAVING IMPROVEMENTS INDIAN SCHOOL ROAD TO CAMELBACK ROAD PHOENIX, ARIZONA		
604899001	10/15			

SAMPLE LOCATION	SAMPLE DEPTH (FT)	pH ¹	RESISTIVITY ¹ (Ohm-cm)	SULFATE CONTENT ²		CHLORIDE CONTENT ³ (ppm)
				(ppm)	(%)	
B-5	1.0-5.0	8.1	1,260	202	0.020	23

¹ PERFORMED IN GENERAL ACCORDANCE WITH ARIZONA TEST METHOD 236c

² PERFORMED IN GENERAL ACCORDANCE WITH ARIZONA TEST METHOD 733

³ PERFORMED IN GENERAL ACCORDANCE WITH ARIZONA TEST METHOD 736

Ninyo & Moore		CORROSIVITY TEST RESULTS		FIGURE
PROJECT NO.	DATE	107TH AVENUE PAVING IMPROVEMENTS INDIAN SCHOOL ROAD TO CAMELBACK ROAD PHOENIX, ARIZONA		B-12
604899001	10/15			

October 30, 2015
Project No. 604899001

Mr. Farhad Rahimi
City of Phoenix
1034 East Madison Street
Phoenix, Arizona 85034

Subject: Addendum No. 1 to Geotechnical Evaluation dated October 28, 2015
107th Avenue Paving Improvements
Indian School Road to Camelback Road
Phoenix, Arizona

Dear Mr. Rahimi:

Ninyo and Moore (N&M) is pleased to submit this addendum to our Geotechnical Evaluation for the above-mentioned project dated October 28, 2015. Per request from the City of Phoenix (COP), this addendum is being issued to revise compaction recommendations for trench backfill associated with the aforementioned project.

Ninyo & Moore has reviewed and approves the City's request that granular and non-granular trench backfill soils within 2 feet below pavement be moisture-conditioned to ± 2 percent of optimum and mechanically compacted to 100 percent compaction. As such, 100 percent compaction for trench backfill is recommended; this recommendation overrides Section 10.2 of our report that states granular and non-granular trench backfill within 2 feet below pavement be mechanically compacted to 100 and 95 percent compaction, respectively.

We appreciate the opportunity to be of service to you during this phase of the project.

Sincerely,
NINYO & MOORE



Sabrina N. Perez, EIT
Project Manager

SNP/DT/SDN/tlp

Distribution: (1) Addressee (Electronic Copy)

Steven D. Nowaczyk, PE
Managing Principal Engineer



BID PROPOSAL
CITY OF PHOENIX, ARIZONA
OFFICE OF THE CITY ENGINEER
PROJECT TITLE: 107th AV: INDIAN SCHOOL RD TO CAMELBACK RD
PROJECT NO.: ST87100161-1 AND ST87100161-3
FEDERAL AID PROJECT NO: PHX-0(301)D
ADOT TRACS NO: 0000 MA HX SZ175 01C
BOND ISSUE OR BUDGET PROJECT

PROPOSAL to the City Engineer of the City of Phoenix.

In compliance with the Advertisement for Bids, by the City Engineer, the undersigned bidder:

(Print or Type Contractor Name and Vendor Number)

Having examined the contract documents, site of work and being familiar with the conditions to be met, hereby submits the following proposal for furnishing the material, equipment, labor and everything necessary for the completion of the work listed and agrees to execute the contract documents and furnish the required bonds and certificates of insurance for the completion of said work, at the locations and for the prices set forth on the inside pages of this form.

Understands that construction of this project shall be in accordance with all applicable Maricopa Association of Governments' (MAG) Uniform Standard Specifications and Uniform Standard Details, latest revision, and the City of Phoenix Supplements, latest revision to the MAG Uniform Standard Specifications and Details, except as otherwise required by the project plans and specifications.

No proposal may be withdrawn for a period of 50 days after opening without consent of the Contracting Agency through the body or agent duly authorized to accept or reject the proposal except in the case of federally-assisted projects.

Understands that his proposal shall be submitted with a proposal guarantee of cash, certified check, cashier's check or surety bond for an amount not less than ten (10) percent of the amount bid, as referenced in the Call for Bids.

Agrees that upon receipt of Notice of Award, from the City of Phoenix, he will execute the contract documents within 10 calendar days.

Work shall be completed within 300 calendar days, beginning with the day following the starting date specified in the Notice to Proceed. The time allowed for completion of the work includes lead time for obtaining the necessary materials and/or equipment and approvals.

The bidder shall acknowledge all addenda in writing. By writing the addendum number(s) below, the bidder agrees that this proposal is computed with consideration of the specification book(s) plus any addenda.

ADDENDUM NO.

DATE

ADDENDUM NO.

DATE

City of Phoenix BID PROPOSAL

Primary: ST87100161 ST87100161-3
Project No: ST87100161-1

Fed Aid No: PHX-0(301)D
ADOT TRACS No: 0000 MA PHX SZ175 01C

Project No: ST87100161-1 107th Avenue: Indian School Road to Camelback Road Paving Improvements

Item No.	Description	Unit	Quantity	Unit Price	Total
1 C3456000	Adjusting Frames, Covers, Valve Boxes On Existing Non-City Utilities, Contingent Item	Each	5.00		
2 M1058000	Construction Surveying And Layout	Job	1.00		
3 M1058002	2-Person Survey Party Contingent Item	Hour	60.00		
4 E6992000	"Allowance For Stormwater Pollution Prevention Best Management Practices (BMP'S)"	Job	1.00	\$25,000.00	\$25,000.00
5 M1042005	Allowance for Extra Work	Job	1.00	\$185,000.00	\$185,000.00
6 M2112005	Fill Construction	Cu. Yd.	7,200.00		
7 M3000054	Asphalt Concrete Pavement Milling (2" Depth)	Sq. Yd.	8,390.00		
8 M3010001	Subgrade Preparation	Sq. Yd.	23,568.00		
9 M3100000	Aggregate Base Course	Ton	6,893.00		

**City of Phoenix
BID PROPOSAL**

Primary: ST87100161 ST87100161-3
Project No: ST87100161-1

Fed Aid No: PHX-0(301)D
ADOT TRACS No: 0000 MA PHX SZ175 01C

Item No.	Description	Unit	Quantity	Unit Price	Total
10 M3210120	Asphalt Concrete Surface Course, Type D 1/2, 2" Thick	Ton	3,477.00		
11 M3210340	Asphalt Concrete Base Course, Type A 1-1/2, 4" Thick	Ton	5,125.00		
12 M3290100	Emulsified Asphalt For Tack Coat, Type SS-1h	Ton	11.00		
13 M3304100	Power Broom	Hour	100.00		
14 M3400240	Concrete Valley Gutter, Std. Detail 240	Sq. Ft.	518.00		
15 M3400400	Concrete Sidewalk, Std. Detail P-1230	Sq. Ft.	41,812.00		
16 M3400415	Truncated Domes for Sidewalk Ramps	Sq. Ft.	352.00		
17 M3400543	Concrete Driveway Entrance, Std. Detail P-1243	Sq. Ft.	108.00		
18 M3402201	Combined Concrete Curb and Gutter, Std. Detail 220, Type "A", H=6"	Lin. Ft.	5,902.00		
19 M3402221	Concrete Single Curb, Std. Detail 222, Type "A"	Lin. Ft.	373.00		

**City of Phoenix
BID PROPOSAL**

Primary: ST87100161 ST87100161-3

**Fed Aid No: PHX-0(301)D
ADOT TRACS No: 0000 MA PHX SZ175 01C**

Project No: ST87100161-1

Item No.	Description	Unit	Quantity	Unit Price	Total
20 M3402243	Concrete Curb Termination or Transisiton Per MAG Std. Detail 221	Lin. Ft.	30.00		
21 M3420005	Decorative Sidewalk Ramp Per Detail	Each	9.00		
22 M3450020	Adjust Existing Manhole Frame and Cover, MAG Std Detail 422	Each	5.00		
23 M3453001	Adjust Existing Type "A" Water Valve, Standard Detail P-1391 and P-1391-1	Each	22.00		
24 M3500010	Remove Portland Cement Concrete Single Curb; Curb and Gutter; Header Curb or Embankment Curb	Lin. Ft.	866.00		
25 M3500020	Remove Portland Cement Concrete Sidewalk, Driveway, Valley Gutter & Slab	Sq. Ft.	4,965.00		
26 M3500036	Remove Catch Basin, Backfill & Compact	Each	3.00		
27 M3500040	Remove Pipe, Backfill & Compact	Lin. Ft.	223.00		
28 M3500060	Remove Asphalt Concrete Pavement	Sq. Yd.	17,240.00		
29 M3500300	Miscellaneous Removal and Other Work	Job	1.00		

**City of Phoenix
BID PROPOSAL**

Primary: ST87100161 ST87100161-3
Project No: ST87100161-1

Fed Aid No: PHX-0(301)D
ADOT TRACS No: 0000 MA PHX SZ175 01C

Item No.	Description	Unit	Quantity	Unit Price	Total
30 M3500501	Remove Existing Canal Lining Per Plan	Sq. Yd.	216.00		
31 M3513111	1" PVC Sch 40 Conduit	Lin. Ft.	274.00		
32 M3513120	2" PVC Electrical Conduit	Lin. Ft.	110.00		
33 M3513125	2-1/2" SCH 40 PVC Conduit	Lin. Ft.	2,230.00		
34 M3513270	No. 7 Junction Box	Each	8.00		
35 M3513400	Traffic Signal Loop Detectors	Each	8.00		
36 M3515042	Furnish and Install Street Light Per C.O. P. Street Lighting Procedures, Standards and Specifications Manual, latest edition.	Each	55.00		
37 M3515045	Remove Existing Light Poles Standard, Per Plan	Each	15.00		
38 M3515046	Relocate Existing Pull Box	Each	1.00		
39 M4012000	Traffic Control Devices	Job	1.00		

**City of Phoenix
BID PROPOSAL**

Primary: ST87100161 ST87100161-3
Project No: ST87100161-1

Fed Aid No: PHX-0(301)D
ADOT TRACS No: 0000 MA PHX SZ175 01C

Item No.	Description	Unit	Quantity	Unit Price	Total
40 M4013000	Allowance for Uniformed, Off-duty Law Enforcement Officer	Job	1.00	\$15,000.00	\$15,000.00
41 M4051201	Survey Marker, MAG Standard Det. 120 -1, Type "A"	Each	2.00		
42 M4051202	Survey Marker, MAG Standard Det. 120 -1, Type "B"	Each	5.00		
43 M4252052	Boulders, 2' x 2' x 2'	Each	29.00		
44 M4252055	Boulders, 3' x 3' x 3'	Each	67.00		
45 M4303000	Plant Establishment Guarantee and Maintenance (including water and power if required)	Month	12.00		
46 M4304007	Decomposed Granite, Stabilized for MultiPurpose Trail, 1/4" Minus, 4" Thick (Roller Compacted)	Sq. Ft.	56,288.00		
47 M4304010	Decomposed Granite, 1/2" Minus For General Landscape (1/2" Screened)	Cu. Yd.	1,153.00		
48 M4304050	Decomposed Granite, 1/2" Minus for General Landscape (Stabilized)	Cu. Yd.	20.00		
49 M4305001	1 Gallon Shrub	Each	821.00		

**City of Phoenix
BID PROPOSAL**

Primary: ST87100161 ST87100161-3
Project No: ST87100161-1

Fed Aid No: PHX-0(301)D
ADOT TRACS No: 0000 MA PHX SZ175 01C

Item No.	Description	Unit	Quantity	Unit Price	Total
50 M4305005	5 Gallon Shrub	Each	747.00		
51 M4305024	24" Box, Trees	Each	290.00		
52 M4400255	3/4", PVC Irrigation Pipe, Schedule 40	Lin. Ft.	27,812.00		
53 M4400260	1" PVC Irrigation Pipe, Schedule 40	Lin. Ft.	97.00		
54 M4400270	1 1/2", PVC Irrigation Pipe, Schedule 40	Lin. Ft.	3,810.00		
55 M4400510	1" Quick Coupler	Each	1.00		
56 M4403150	1-1/2" Reduced Pressure Backflow Prevention Unit and Cage	Each	1.00		
57 M4404100	1" Electric Remote Control Assembly and Valve Box For Drip System	Each	12.00		
58 M4404311	1" Ball Valve	Each	1.00		
59 M4404316	1-1/2" PVC Ball Valve	Each	4.00		

**City of Phoenix
BID PROPOSAL**

Primary: ST87100161 ST87100161-3
Project No: ST87100161-1

Fed Aid No: PHX-0(301)D
ADOT TRACS No: 0000 MA PHX SZ175 01C

Item No.	Description	Unit	Quantity	Unit Price	Total
60 M4404509	Single Port Emitter and Riser Assembly with Bug Cap	Each	1,834.00		
61 M4404510	Multi-Port Emitter and Riser Assembly with Bug Cap	Each	290.00		
62 M4405100	Bore and Jack Landscape Sleeve (6" Schedule 40 PVC)	L. F.	158.00		
63 M4405120	2" Schedule 40 PVC Irrigation Sleeve	Lin. Ft.	357.00		
64 M4405300	3" Schedule 40 PVC Irrigation Sleeve	Lin. Ft.	489.00		
65 M4405600	6", Schedule 40, PVC Irrigation Sleeve	Lin. Ft.	116.00		
66 M4406116	16 Station Sprinkler Controller, Solar Powered, with Security Cabinet	Each	1.00		
67 M4406905	Flow Sensor with Master Valve Assembly and Filter	Each	1.00		
68 M5051530	Concrete Catch Basin, Type "M-1, L=3- Ft" Phx. Supp. Detail P-1569-1	Each	8.00		
69 M5051535	Concrete Catch Basin, Type "M-1, L=6- Ft" Phx. Supp. Detail P-1569-1	Each	1.00		

**City of Phoenix
BID PROPOSAL**

Primary: ST87100161 ST87100161-3
Project No: ST87100161-1

Fed Aid No: PHX-0(301)D
ADOT TRACS No: 0000 MA PHX SZ175 01C

Item No.	Description	Unit	Quantity	Unit Price	Total
70 M5051582	Concrete Catch Basin, Type "Q, Single", Phx. Supp. Detail P-1572	Each	1.00		
71 M5051584	Concrete Catch Basin, Type "Q, Double", Phx. Supp. Detail P-1572	Each	4.00		
72 M5051586	Concrete Catch Basin, Type "Q, Triple", Phx. Supp. Detail P-1572	Each	2.00		
73 M5055007	Headwall For 12" Pipe, MAG Standard Details 501-1 And 501-2	Each	1.00		
74 M5055046	Headwall For 36" Pipe, MAG Standard Detail 501-4 (Modified per Detail B)	Each	1.00		
75 M6014900	Trenching For Street Light Circuit	Lin. Ft.	10,387.00		
76 M6101801	Relocate Existing Water Meter, Box, and Cover	Each	1.00		
77 M6101802	New Water Meter Box and Cover, Furnish & Install	Each	1.00		
78 M6101805	Water Service Connection (Main to Meter)	Each	1.00		
79 M6103706	Waterline Realignment, 6" and 8", Contingent Item	Each	8.00		

**City of Phoenix
BID PROPOSAL**

Primary: ST87100161 ST87100161-3
Project No: ST87100161-1

Fed Aid No: PHX-0(301)D
ADOT TRACS No: 0000 MA PHX SZ175 01C

Item No.	Description	Unit	Quantity	Unit Price	Total
80 M6103710	Waterline Realignment, 10" and 12", Contingent Item	Each	12.00		
81 M6180030	30" Storm Sewer Pipe	Lin. Ft.	1,858.00		
82 M6180036	36" Storm Sewer Pipe	Lin. Ft.	1,223.00		
83 M6180427	Pipe Plug, Standard Detail 427	Each	1.00		
84 M6180506	Concrete Pipe Collar For 24" Pipe and Larger, COP Standard Detail P-1505	Each	2.00		
85 M6181012	12" Catch Basin Connector Pipe	Lin. Ft.	154.00		
86 M6181015	15" Catch Basin Connector Pipe	Lin. Ft.	425.00		
87 M6181018	18" Catch Basin Connector Pipe	Lin. Ft.	122.00		
88 M6186018	30" X 30" X 15" Prefabricated Tee	Each	7.00		
89 M6186020	30" X 30" X 18" Prefabricated Tee	Each	2.00		

City of Phoenix BID PROPOSAL

Primary: ST87100161 ST87100161-3 **Fed Aid No: PHX-0(301)D**
Project No: ST87100161-1 **ADOT TRACS No: 0000 MA PHX SZ175 01C**

Item No.	Description	Unit	Quantity	Unit Price	Total
90 M6186028	36" X 36" X 15" Prefabricated Tee	Each	6.00		
91 M6187000	Prefabricated Pipe Bends, 15" or 18" (18" 45-Degree Bend)	Each	1.00		
92 M6250005	Storm Sewer Manhole, MAG Standard Detail 522, COP Supp. Std. Detail P-1520	Each	6.00		
93 M6250008	Storm Sewer Manhole, MAG Standard Detail 520 and 522 (Junction Structure)	Each	1.00		
94 M6250020	Storm Sewer Manhole per Detail A	Each	5.00		
95 M6250050	Storm Sewer Manhole Shaft per MAG Std. Detail 522 (Standard Detail P-1521 Modified)	Each	2.00		
96 M6310022	2" Copper Tubing, Furnish and Install (Type K, Hard Copper)	Lin. Ft.	20.00		

Total Amount of Construction Bid (Items 1-96) 107th Avenue: Indian School Road to Camelback Road Paving Improvements	\$
---------------------------------------------------------------------------------------------------------------------------------------	----

_____ and _____ /100 Dollars

Written Words

PROPOSAL SUBMITTAL

Project Title: 107th AV: Indian School Rd to Camelback Rd.

Project No.: ST87100161-1 AND ST87100161-3

Federal Aid Project No.: PHX-0(301)D

ADOT TRACS NO.: 0000 MA PHX SZ175 01C

THIS PROPOSAL IS SUBMITTED BY _____

a corporation organized under the laws of the State of _____

a partnership consisting of _____

a joint venture consisting of _____

or individual trading as _____

of the City of _____

FIRM _____

ADDRESS _____

CITY _____ STATE _____ ZIP CODE _____

PHONE _____ VENDOR
NO. _____

BY _____

Officer and Title (signature)

Officer and Title (print or type)

Date

WITNESS: If Contractor is an individual
(signature)

ATTEST: If Contractor is Corporation or Partnership
(signature and title)

SURETY BOND

**City of Phoenix Project No.: ST87100161-1 and ST87100161-3
Federal Aid Project No.: PHX-0(301)D
ADOT TRACS NO: 0000 MA PHX SZ175 01C**

That we, _____, as Principal, (hereinafter called the Principal) and the _____, a corporation duly organized under the laws of the State of _____, as Surety, (hereinafter called the Surety) are held and firmly bound unto the City of Phoenix as Obligee, in the sum of ten (10) percent of the total amount of the bid of Principal, submitted by him to the City of Phoenix for the work described below, for the payment of which sum, well and truly to be made, the said Principal and the said Surety, bind ourselves, our heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents and in conformance with A.R.S. #34-201.

WHEREAS, the said Principal is herewith submitting its proposal for 107th AV: Indian School Rd to Camelback Rd Paving Improvements.

NOW, THEREFORE, if the City of Phoenix shall accept the proposal of the Principal and the Principal shall enter into a contract with the City of Phoenix in accordance with the terms of such proposal and give such Bonds and Certificates of Insurance as specified in the Standard Specifications with good and sufficient Surety for the faithful performance of such contract and for the prompt payment of labor and material furnished in the prosecution thereof, or in the event of the failure of the Principal to enter into such contract and give such Bonds and Certificates of Insurance, if the Principal shall pay to the City of Phoenix the difference not to exceed the penalty of the bond between the amount specified in the proposal and such larger amount for which the Obligee may in good faith contract with another party to perform the work covered by the proposal, then this obligation shall be null and void, otherwise to remain in full force and effect.

Signed and sealed this _____ day of _____ A.D., 2018

Principal

Title

Surety

WITNESS:

A.M. BEST RATING:



**DISADVANTAGED BUSINESS ENTERPRISE (DBE)
GOAL ASSURANCE**

The undersigned, fully cognizant of the requirements and of the goal established, hereby certifies that in the preparation of this bid for federal aid project:

ADOT TRACS No: _____

Agency Project No: _____

Project Name: _____

(CHECK ONE)

The bidder has met the established DBE goal and arrangements with certified DBEs have been made prior to the submission of the bid.

OR

The bidder has been unable to meet the established DBE goal prior to the submission of the bid and has made good faith efforts to do so.

THIS CERTIFICATE MAY NOT BE REVISED OR CORRECTED AFTER SUBMISSION OF THE BID.

If the bidder certifies that it has met the goal, the bidder cannot change its decision after submission of the bid and submit documentation of a good faith effort. If the bidder certifies that it has been unable to meet the goal and has made a good faith effort, the bidder cannot change its position after the submission of the bid and claim to have met or be able to meet the established goal.

In accordance with the DBE Special Provisions, the bidder shall specify its DBE participation on the "DBE Intended Participation Affidavit", or provide documentation of its good faith efforts, by 4:00 p.m. on the fifth calendar day following the bid opening.

The apparent low bidder shall obtain the required affidavit from the _____
Insert Agency Name

_____.

Print Name of Firm

Print Name of Authorized Officer of Firm

Signature of Authorized Officer of Firm

Title

Date



CONSTRUCTION
DISADVANTAGED BUSINESS ENTERPRISE (DBE)
Intended Participation Affidavit

ADOT TRACS No(s): _____ Agency Project/Contract No.: _____

DBE Firm: _____ AZ UTRACS Registration No.: _____

Select: ☐ Contractor ☐ Trucker ☐ Broker (Fees/Commission) ☐ Supplier (60% DBE Credit) ☐ Manufacturer

1. The undersigned is prepared to perform the following scope(s) of work on the above referenced project.

UNIT PRICE OR HOURLY RATE BID					
NAICS Code	Bid Item No.	Description / Scope of Work	Unit/ Hourly Quantity	Unit/ Hourly Price	Total Minimum Contract Amount
Total					

LUMP SUM BID			
NAICS Code	Bid Item No.	Description / Scope of Work	Total Minimum Contract Amount
*Total			

2. (Trucking) The undersigned affirms that of the trucking/hauling work quoted above, the following applies:

	Project Use	Number of Trucks	Total Dollar Value of work
DBE firm owns total # _____ Trucks	DBE owned trucks	_____	_____
	DBE leased trucks	_____	_____
	Non-DBE leased w/DBE driver	_____	_____
	Non-DBE leased w/o DBE driver	_____	_____

*Total _____

***Total Dollar Value Amount should equal Total Minimum Contract Amount.**

3. (Brokerage) The undersigned affirms that the amount of fees and commissions for work quoted above are as follows:

Total Minimum Contract Amount \$ _____ Fees/Commissions Portion of Bid \$ _____ or _____ %

4. The undersigned will **sublet** and/or award \$ _____ of work bid to a **non-DBE firm**.

5. The undersigned will **sublet** and/or award \$ _____ of work to another **certified DBE firm**.

Confirmation of Participation

By signature below, the undersigned agrees to enter into a formal agreement/subcontract for the work cited herein should the prime contractor receive award of this contract from the Purchaser.

I, _____, _____ confirm that _____
(Print name of Authorized DBE firm officer) (Title) (Name of DBE firm)

will be participating in the above project. The DBE firm will be performing the scope as describe above for

Total DBE Credit Dollar Value \$ _____.

(DBE Firm Authorized Signature)

(Date)

CONSTRUCTION
DISADVANTAGED BUSINESS ENTERPRISE (DBE)
Intended Participation Affidavit

INSTRUCTIONS

1. Do not submit *Instructions* page.
2. Form is completed by DBE firms that are Contractors, Subcontractors, Lower-Tier Subcontractors, Suppliers, Vendors, and Brokers.
3. The form must be signed by an authorized officer or principal of the DBE firm and submitted to the contractor.
4. The form must be submitted **by 4:00 p.m.** on or before the **fifth calendar day** after the bids are opened.
5. The DBE firm must be certified and licensed within the work category to be performed.
6. The form must be filled out **entirely**. Leave no blank spaces, use N/A or enter "0" if section does not apply.
7. If the DBE firm needs additional lines for scope of work/ work description please attach additional sheets or quotes as necessary.
8. A separate form must be submitted for each proposed DBE firm.
9. All partial items must be explained. If not, the DBE will be considered to be responsible for the entire item.
10. Completed form can be scanned and emailed to Agency _____
LPA / Subrecipient Procurement Office email address_____.

Definitions:

1. Unit Price or Hourly Rate Bid or Lump Sum Bid
 - a. *NAICS Code*: Identify the North American Industry Classification System code that the firm is certified as a DBE to perform
 - b. *Bid Item No.*: Identify the work item number that correlates to the work being performed
 - c. *Description / Scope of Work*: Identify work to be performed
 - d. *Total Minimum Contract Amount*: Identify the total dollar of value for the work to be performed
2. Trucking
 - a. Identify total number of trucks owned by DBE and the total dollar value of work
 - b. Identify total number of DBE trucks used on the project and the total dollar value of work
 - c. Identify total number of DBE leased trucks used on the project and the total dollar value of work
 - d. Identify total number of non-DBE leased trucks with DBE drivers used on the project and the total dollar value of work
 - e. Identify total number of non-DBE leased trucks without DBE drivers used on the project and the total dollar value of work
3. Brokerage
 - a. Identify total dollar value of brokered work
 - b. Identify the fees or commission value that pertain to the total brokerage amount
4. Identify the total dollar amount to be subcontracted to a non-DBE firm
5. Identify the total dollar amount to be subcontracted to a DBE firm

CONSTRUCTION
DISADVANTAGED BUSINESS ENTERPRISE (DBE)
Intended Participation Affidavit – Summary



**CONSTRUCTION
DISADVANTAGED BUSINESS ENTERPRISE (DBE)
Intended Participation Affidavit – Summary**

INSTRUCTIONS

1. Do not submit *Instruction* page.
2. Identify first-tier DBE firms and any lower-tier DBE firms if used by non-DBE subcontractors for total DBE utilization.
3. When completing the calculations table, enter the Contract Bid Amount (F) first so pop-up warning message does not appear.
4. Submit corresponding *DBE Intended Participation Affidavit* form for each DBE firm identified on this form.
5. Completed form can be scanned and emailed to Agency email address:

Definitions:

AZ UTRACS Registration No.: registration number identifying firm is *ready, willing and able to work* with ADOT; can be found conducting a search on the AZ UTRACS website: <http://www.azutracs.com/search>.

DBE Liaison Name: the designated employee who shall be responsible for the administration of the prime's DBE program

Contract Bid Amount: Total dollar amount bidder proposes at time of bid

Prime Name: name of contractor or consultant

TRACS No.: number identifier for contracts, projects, solicitations, and purchase orders

A – DBE firm's name

B – Services provided by the DBE firm – must coincide with the NAICS Code the DBE is certified in

C – Total dollar value of work assigned to the DBE firm

D – Any deductions from DBE's total contract amount due to subletting of work to non-DBE firms or due to DBE credit being less than 100% for suppliers or brokers - Enter "0" if there are no adjustments

E – Total contract amount less any adjustments (*C* minus *D*)

F – Enter total bid amount on project

**CITY OF PHOENIX
LIST OF MAJOR SUBCONTRACTORS AND SUPPLIERS**

PROJECT NO.: ST87100161-1 and ST87100161-3

PROJECT TITLE: 107th AVE: INDIAN SCHOOL RD TO CAMELBACK RD PAVING IMPROVEMENTS

DESCRIPTION OF WORK OR MATERIALS (CONTRACTOR TO ENTER TRADE/SUPPLIER AREAS)	SELF- PERFORMED BY PRIME CONTRACTOR	SUBCONTRACTOR/SUPPLIER COMPANY NAME (IF NOT SELF-PERFORMED)	CONTACT PERSON	PHONE NUMBER
	<input type="checkbox"/> YES <input type="checkbox"/> NO			
	<input type="checkbox"/> YES <input type="checkbox"/> NO			
	<input type="checkbox"/> YES <input type="checkbox"/> NO			
	<input type="checkbox"/> YES <input type="checkbox"/> NO			
	<input type="checkbox"/> YES <input type="checkbox"/> NO			
	<input type="checkbox"/> YES <input type="checkbox"/> NO			
	<input type="checkbox"/> YES <input type="checkbox"/> NO			
	<input type="checkbox"/> YES <input type="checkbox"/> NO			
	<input type="checkbox"/> YES <input type="checkbox"/> NO			
	<input type="checkbox"/> YES <input type="checkbox"/> NO			
	<input type="checkbox"/> YES <input type="checkbox"/> NO			
	<input type="checkbox"/> YES <input type="checkbox"/> NO			

I hereby certify by signing below that the above listed companies will be utilized to perform work on this project for an **amount equal to or greater than 5% of the base bid**. These companies shall not be removed or replaced without prior written approval by the City of Phoenix Project Manager. The City requires that ALL vendors providing work equal to or greater than 5% of the base bid are listed or you will be disqualified. If you are self-performing work, you must still list any suppliers for materials or list any subcontractors with whom you will directly contract.

COMPANY NAME _____ SIGNATURE _____

NAME & TITLE _____ PHONE NUMBER _____ DATE _____

EMAIL ADDRESS _____

**CITY OF PHOENIX
LIST OF ALL SUBCONTRACTORS AND SUPPLIERS**

PROJECT NO.: ST87100161-1 and ST87100161-3

PROJECT TITLE: 107th AVE: INDIAN SCHOOL RD TO CAMELBACK RD PAVING IMPROVEMENTS

DESCRIPTION OF WORK OR MATERIALS (CONTRACTOR TO ENTER TRADE/SUPPLIER AREAS)	SELF- PERFORMED BY PRIME CONTRACTOR	SUBCONTRACTOR/SUPPLIER COMPANY NAME (IF NOT SELF-PERFORMED)	CONTACT PERSON	PHONE NUMBER
Underground Pipe	<input type="checkbox"/> YES <input type="checkbox"/> NO	Axiom Contracting , LLC	Tracy Brisbin	623-594-8001
Survey	<input type="checkbox"/> YES <input type="checkbox"/> NO	Metro Engineering and Survey, LLC	Brandon Gallimore	623-466-6640
Electrical Work	<input type="checkbox"/> YES <input type="checkbox"/> NO	Axiom Contracting, LLC	Tracy Brisbin	623-594-8001
Concrete Work	<input type="checkbox"/> YES <input type="checkbox"/> NO	Vincon Engineering Construction LLC	Troy Colby	480-833-8527
Place Asphalt	<input type="checkbox"/> YES <input type="checkbox"/> NO	Paveco Inc.	Steve Combs	602-237-4029
Supply Asphalt	<input type="checkbox"/> YES <input type="checkbox"/> NO	Southwest Asphalt	Greg Groneberg	480-730-1264
Utility Adjustments	<input type="checkbox"/> YES <input type="checkbox"/> NO	Spear Construction Co. LLC	Kelly Lewis	623-362-8410
Landscape	<input type="checkbox"/> YES <input type="checkbox"/> NO	Outdoor Systems Management, LLC.	Charles Johnson	480-283-5319
Asphalt Milling	<input type="checkbox"/> YES <input type="checkbox"/> NO	Pavement Recycling Systems	Melissa Smith	623-936-8800
Traffic Control	<input type="checkbox"/> YES <input type="checkbox"/> NO	Bob's Barricades Inc.	Steve Beaney	602-272-3434
Supply ABC	<input type="checkbox"/> YES <input type="checkbox"/> NO	Insearch Corporation	Heather Beito	480-940-0100
Trucking	<input type="checkbox"/> YES <input type="checkbox"/> NO	Otto Trucking, Inc.	Alan Otto	480-641-3500

I hereby certify by signing below that the above listed companies will be utilized to perform work on this project. These companies shall not be removed or replaced on the project without prior written approval by the City of Phoenix Project Manager. The City requires, as in Paragraph D - List of All Subcontractors and Suppliers in the Information for Bidders that ALL vendors are listed or you will be disqualified. If you are self-performing the work, you must still list any suppliers for materials, or list any contractor's that will assist you in any form.

COMPANY NAME Combs Construction Company, Inc.

SIGNATURE _____

NAME & TITLE Michael R. Steg, Vice President

PHONE NUMBER 602-237-4029

DATE _____

EMAIL ADDRESS msteg@combsaz.com

BIDDER'S DISCLOSURE STATEMENT

Authorized Contact for this Disclosure Statement

Name: _____

Title: _____

E-mail: _____

Phone number: _____

FAX number: _____

List any other DBA, trade name, other identity, or EIN used in the last five (5) years, the state or country where filed, and the status (active or inactive): (if applicable): _____

Business Characteristics

Business entity type – Please check appropriate box and provide additional information:

- | | | |
|--------------------------|-------------------------------|------------------------------------|
| <input type="checkbox"/> | Corporation | Date of incorporation: _____ |
| <input type="checkbox"/> | Limited Liability Company | Date organized: _____ |
| <input type="checkbox"/> | Limited Liability Partnership | Date of registration: _____ |
| <input type="checkbox"/> | Limited Partnership | Date established: _____ |
| <input type="checkbox"/> | General Partnership | Date established: _____ |
| <input type="checkbox"/> | Sole Proprietor | How many years in business?: _____ |
| <input type="checkbox"/> | Other (explain) | Date established: _____ |

Was the business entity formed in the State of Arizona? Yes _____ No _____

If no, indicate jurisdiction where Business Entity was formed: _____

Is the Business Entity currently registered to do business in Arizona with the Arizona Corporation Commission? Yes _____ No _____ Not required _____ (if sole proprietor or general partnership)

Does the Business Entity have a City of Phoenix business privilege license? Yes _____ No _____ If "no" explain and provide detail such as "not required" or "application in progress" or other reason.

Is the Business Entity publicly traded? Yes_____ No_____

Is the responding Business Entity a Joint Venture? Note: If the Submitting Business entity is a Joint Venture, also submit a questionnaire for each Business Entity comprising the Joint Venture. Yes_____ No_____

Is the Business Entity’s Principal Place of Business/Executive office in Phoenix? If “no” does the Business Entity maintain an office in Phoenix? Yes_____ No_____

Provide the address and phone number for the Phoenix office. _____

Is the business certified by Phoenix as a Small Business Enterprise? Yes_____ No_____

Identify Business Entity Officials and principal Owners:

Name(s) _____ Title _____ Percentage ownership ____%(Enter 0% if not applicable).

Name(s) _____ Title _____ Percentage ownership ____%(Enter 0% if not applicable).

Name(s) _____ Title _____ Percentage ownership ____%(Enter 0% if not applicable).

Name(s) _____ Title _____ Percentage ownership ____%(Enter 0% if not applicable).

Affiliates and Joint Venture Relationships

Does the Business entity have any Affiliates? Yes_____ No_____ Attach additional pages if necessary.

Affiliate name: _____

Affiliate EIN (if available):_____.

Affiliate’s primary Business Activity:_____

Explain relationship with Affiliate and indicate percent ownership, if applicable. _____

Are there any Business Entity Officials or Principal Owners that the Business Entity has un common with this Affiliate?_____

Individual’s name:_____

Position/Title with Affiliate:_____

Has the Business Entity participated in any joint Ventures within the past three years? Yes_____ No_____ (Attach additional pages if necessary)

Joint Venture Name:_____

Joint venture EIN (if applicable):_____

Identify parties to the Joint Venture:_____

Contract History

Has the Business Entity held any contracts with the city of Phoenix in the last three (3) years? Yes_____ No_____ If “yes” attach a list.

Integrity – Contract Bidding

Within the past three (3) years, has the Business Entity or any Affiliate been suspended or debarred from any government contracting process or been disqualified on any government procurement? Yes_____ No_____

Been subject to a denial or revocation of a government prequalification? Yes_____ No_____

Been denied a contract award or had a bid rejected based upon a finding of a non-responsibility by a government entity? Yes_____ No_____

Agreed to a voluntary exclusion from bidding/contracting with a government entity? Yes_____ No_____

Initiated a request to withdraw a bid submitted to a government entity or made any claim of an error on a bid submitted to a government entity? Yes_____ No_____

Initiated a request to withdraw a bid submitted to a government entity or made any claim of an error on a bid submitted to a government entity? Yes_____ No_____

For each “Yes” answer above, provide an explanation of the issues.

Integrity – Contract Award

Within the past three (3) years has the Business Entity or any Affiliate been suspended, cancelled, or terminated for cause on any government contract? Yes_____ No_____

Been subject to an administrative proceeding or civil action seeking specific performance or restitution in connection with any government contract? Yes_____ No_____

For each “yes” answer, provide an explanation. (Attach explanation on a separate sheet of paper).

Certifications/Licenses

Within the past three (3) years, has the Business Entity or Affiliate had a revocation, suspension, or disbarment of any business or professional permit and/or license? Yes_____ No_____

If “yes” provide an explanation of the issue(s), the Business Entity involved, the relationship to the submitting Business Entity, relevant dates, the government entity involved, and any remedial or corrective action(s) taken and the current status of the issues.

Legal Proceedings

Within the past three (3) years, has the Business Entity of any Affiliate:

Been the subject of an investigation, whether open or closed, by any government entity for a civil or criminal violation? Yes_____ No_____

Been the subject of an indictment, grant of immunity, judgment or conviction, (including entering into a plea bargain for conduct constituting a crime)? Yes_____ No_____

Received any OSHA citation and Notification of Penalty containing a violation classified as serious or willful? Yes_____ No_____

Had a government entity find a willful prevailing wage or supplemental payment violation? Yes_____ No_____

Been involved in litigation as either a plaintiff or a defendant involving a copyright or patent infringement violation or an anti-trust violation? Yes_____ No_____

Other than previously disclosed, for the past three (3) years:

(i) Been subject to the imposition of a fine or penalty in excess of \$1000 imposed by any government as a result of the issuance of citation, summons or notice of violation, or pursuant to any administrative, regulatory, or judicial determination ; Yes_____ No_____

(ii) Been charged or convicted of a criminal offense pursuant to any administrative and/or regulatory action taken by any government entity? Yes_____ No_____

If “yes” provide an explanation of the issue(s), the Business Entity involved, the relationship to the submitting Business Entity, relevant dates, the government entity involved, and any remedial or corrective action(s) taken and the current status of the issues.

Leadership Integrity

If the Business Entity is a joint Venture Entity, answer “N/A – Not Applicable” to questions below:

Within the past three (3) years has any individual previously identified, or any other Business Entity Leader not previously identified, or any individual having the authority to sign, execute, or approve bids, proposals, contracts or supporting documentation with the city of Phoenix been subject to:

A sanction imposed relative to any business or professional permit and/or license? Yes_____ No_____

An investigation, whether open or closed, by any government entity for a civil or criminal violation for any business related conduct? Yes_____ No_____

NOT APPLICABLE



City of Phoenix AFFIDAVIT OF IDENTITY

Your completion of this form is required by Arizona state law. A.R.S. §§ 1-501 and -50 only if you are a sole proprietor.

I, _____ (print full name exactly as on document),
hereby affirm, upon penalty of perjury, that I presented the document marked below to the City of
Phoenix, that I am lawfully present in the United States, and that I am the person stated on the
document. (select one category only)

☐ Arizona driver license issued after 1996.

Print first four numbers/letters from license:

--	--	--	--

☐ Arizona non-operating identification license.

Print first four numbers/letters:

--	--	--	--

☐ Birth certificate or delayed birth certificate issued in any state, territory or possession
of the U.S.

Year of birth: _____; Place of birth: _____

☐ United States Certificate of Birth Abroad.

Year of birth: _____; Place of birth: _____

☐ United States Passport.

Print first four numbers/letters on Passport:

--	--	--	--

☐ Foreign Passport with United States Visa.

Print first four numbers/letters on Passport:

--	--	--	--

Print first four numbers/letters on Visa:

--	--	--	--

☐ I-94 Form with a photograph.

Print first four numbers on I-94:

--	--	--	--

☐ USCIS Employment Authorization Document (EAD).

Print first four numbers/letters on EAD:

--	--	--	--

or Perm. Resident Card (acceptable alternative):

--	--	--	--

☐ Refugee Travel Document.

Date of issuance: _____; Refugee country: _____

☐ U.S. Certificate of Naturalization.

Print first four digits of CIS Reg. No.:

--	--	--	--

☐ U.S. Certificate of Citizenship.

Date of issuance: _____; Place of issuance: _____

☐ Tribal Certificate of Indian Blood.

Date of issuance: _____; Name of tribe: _____

☐ Tribal or Bureau of Indian Affairs Affidavit of Birth.

Year of birth: _____; Place of birth: _____

Signed: _____ Dated: _____

**BUY AMERICA CERTIFICATE
FOR COMPLIANCE WITH TITLE 23 USC § 313
(For Procurement of Steel, Iron, or Manufactured Products)
(EXCLUDES ROLLING STOCK)**

**107th AVE: INDIAN SCHOOL RD TO CAMELBACK RD PAVING IMPROVEMENTS
PROJECT NO. ST87100161-1 AND ST87100161-3
FEDERAL AID NO.: PHX-0(301)D
ADOT TRACS NO.: SZ175 01C**

(Complete form and submit with bid)

The Bidder/Proposer hereby certifies that it **will comply** with the requirements of Title 23 USC § 313 and the applicable regulations in 23 CFR Part 635.410.

Executed on _____, 2018, at _____, _____
(Date) (City) (State)

Typewritten or Printed Name Signature of Authorized Official Title

BUY AMERICA CERTIFICATE FOR NON-COMPLIANCE WITH TITLE 23 USC §. 313

The Bidder/Proposer hereby certifies that it **cannot comply** with the requirements of Title 23 USC § 313, but it may qualify for an exception pursuant to Title 23 USC § 313 and the regulations in 23 CFR 635.410.

Executed on _____, 2018, at _____, _____
(Date) (City) (State)

Typewritten or Printed Name Signature of Authorized Official Title

NON-COLLUSION AFFIDAVIT

AFFIDAVIT BY CONTRACTOR
CERTIFYING THAT THERE WAS
NO COLLUSION IN BIDDING OF
CONTRACT

PROJECT NO. _____

PROJECT TITLE _____

STATE OF:

SS
COUNTY OF:

(Name of

Individual} being first duly sworn upon oath deposes and

says:

That I am the _____
(Title)

Of _____
(Name of Company, Firm or Corporation)

and that, pursuant to Subsection 112(c) of Title 23, United States Code and Title 44, Chapter 10, Article 1, and Title 34, Chapter 2, Article 4 of Arizona Revised Statutes, he certifies that neither he nor anyone associated with the company, firm, or corporation mentioned above has, either directly or indirectly, entered into any agreement, participated in any collusion, or otherwise taken any action in restraint of fully competitive bidding in connection with project.

Subscribed and sworn to before me this

_____ day of _____, 2018

Signature

My Commission expires: _____

Notary Public

If by Corporation

(Seal)