

VICINITY MAP  
NOT TO SCALE

## GENERAL NOTES

- ALL WORK SHALL BE DONE IN ACCORDANCE WITH THE CALIFORNIA MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES, LATEST EDITION, CALTRANS STANDARD SPECIFICATIONS LATEST EDITION, THE "STANDARD SPECIFICATIONS FOR PUBLIC WORKS CONSTRUCTION" LATEST EDITION, AND ALL APPLICABLE STANDARDS AND SPECIFICATIONS TO THE STANDARD OF THE ENGINEER.
- THE CONTRACTOR SHALL NOTIFY UNDERGROUND SERVICE ALERT (U.S.A.) AS REQUIRED PRIOR TO THE START OF WORK. UPON EXPOSING ANY UTILITY'S UNDERGROUND FACILITY THE CONTRACTOR SHALL NOTIFY THAT UTILITY IMMEDIATELY.
- IT SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR TO LOCATE AND PROTECT ALL SUBSTRUCTURES WITHIN THE ALIGNMENT OF THE PROPOSED IMPROVEMENTS, AND IN THE EVENT OF SUBSTRUCTURE DAMAGE, HE SHALL BEAR THE TOTAL COST OF REPAIR OR REPLACEMENT.
- THE CONTRACTOR SHALL NOT CONDUCT ANY OPERATIONS OR PERFORM ANY WORK PERTAINING TO THE PROJECT BETWEEN 5:00 P.M. AND 7:30 A.M. ON ANY DAY NOR ON SATURDAY, SUNDAY, HOLIDAY AT ANY TIME EXCEPT AS APPROVED BY THE ENGINEER.
- TREES, FOLIAGE, WALLS, FENCES, AND OTHER IMPROVEMENTS SHALL BE PROTECTED IN PLACE AND ANY DAMAGE TO EXISTING IMPROVEMENTS SHALL BE REPLACED IN KIND.
- THE CONTRACTOR IS ADVISED THAT ALL EXCAVATED MATERIALS SHALL BECOME THEIR PROPERTY AND SHALL BE REMOVED FROM THE JOBSITE UNLESS INSTRUCTED BY THE ENGINEER TO DO OTHERWISE.
- THE CONTRACTOR SHALL BE RESPONSIBLE DURING ALL PHASES OF THE WORK TO PROVIDE FOR PUBLIC SAFETY AND CONVENIENCE. THE CONTRACTOR SHALL ESTABLISH ADEQUATE ACCESS TO DRIVEWAYS AT THE END OF EACH WORKING DAY TO THE SATISFACTION OF THE ENGINEER.
- THE CONTRACTOR SHALL ADJUST MANHOLE AND VALVE COVERS TO FINISHED GRADE.
- THE CONTRACTOR SHALL PROVIDE A TRAFFIC CONTROL PLAN FOR THE COMPLETION OF THE PROPOSED IMPROVEMENTS PER THE "WORK AREA TRAFFIC CONTROL HANDBOOK" (W.A.T.C.H.) TO THE SATISFACTION OF THE ENGINEER. THE CONTRACTOR IS NOT ALLOWED TO CLOSE STREETS WITHIN THE PROJECT AREA TO TRAFFIC AND NO TWO ADJACENT STREETS SHALL BE CLOSED AT ANY ONE TIME EXCEPT AS APPROVED BY THE CITY TRAFFIC ENGINEER.
- THE CONTRACTOR SHALL PROVIDE A 72-HOUR NOTIFICATION TO THE AFFECTED PROPERTIES, POLICE DEPARTMENT, AND FIRE DEPARTMENT IN THE EVENT OF A CHANGE IN STREET CLOSURE TO TRAFFIC AND FOR PUBLIC SAFETY VEHICLES. PARKING RESTRICTION, AND ON EACH MONDAY MORNING DURING THE CONSTRUCTION PERIOD, THE CONTRACTOR SHALL PROVIDE WRITTEN NOTIFICATIONS TO AFFECTED RESIDENTS AND BUSINESSES THROUGHOUT THE DURATION OF THE PROJECT.
- AS REQUIRED BY THE ENGINEER, THE CONTRACTOR SHALL FURNISH AND OPERATE A SELF-LOADING MOTOR SWEEPER WITH SPRAY NOZZLES AT LEAST TWICE EACH WORKING DAY TO KEEP PAVED AREAS ACCEPTABLY CLEAN WHEREVER CONSTRUCTION, INCLUDING RESTORATION, IS INCOMPLETE.
- ALL PORTLAND CEMENT CONCRETE (P.C.C.) AND ASPHALTIC CONCRETE (A.C.) SHALL BE REMOVED TO A SAWCUT. SAWCUT SLURRY SHALL BE REMOVED WITH A VACUUM MACHINE AND DISPOSED OF PROPERLY. NO SLURRY SHALL BE ALLOWED TO ENTER THE STORM DRAIN SYSTEM.
- SHOULD ANY TRENCH LINE JOINT OR PATCH BE LOCATED WITHIN 36" OF AN EXISTING CURB/GUTTER LINE, THE PAVEMENT SECTION MUST BE REMOVED AND REPAVED WITH THE ADJACENT TRENCH PAVING.
- ALL EXCAVATIONS SHALL BE BACKFILLED AT THE END OF EACH WORKING DAY AND ROADS OPEN TO VEHICULAR TRAFFIC UNLESS OTHERWISE APPROVED BY THE ENGINEER.
- ANY STRIPED ROADWAY THAT IS TO BE LEFT UNSTRIPED OVERNIGHT SHALL BE DELINEATED WITH TEMPORARY RAISED REFLECTIVE MARKERS BY THE CONTRACTOR.
- DURING ALL PHASES OF CONSTRUCTION, TEMPORARY RAISED REFLECTIVE MARKERS SHALL BE MAINTAINED ADJACENT TO ANY TEMPORARY CENTERLINE, MARKOUT CENTERLINE, OR SCAR OF A SANDBLASTED CENTERLINE, AS APPLICABLE.
- THE CONTRACTOR SHALL REMOVE ALL EXISTING RAISED PAVEMENT MARKERS AND REFLECTORS PRIOR TO CONSTRUCTION OF NEW OVERLAY.
- THE CONTRACTOR SHALL REMOVE ANY EXCESS ASPHALT ON TOP OF EXISTING EDGE OF GUTTER PRIOR TO CONSTRUCTION OF NEW OVERLAY.
- ANY EXISTING STRIPING MARKED OR DAMAGED BY THE WORK ON ADJACENT STREETS SHALL BE REPLACED.
- STRIPING LAYOUT SHALL BE MARKED ON PAVEMENT AND APPROVED BY THE CITY TRAFFIC ENGINEER PRIOR TO INSTALLATION.
- REMOVAL OF MARKINGS SHALL BE PERFORMED BEFORE MARKOUT AND INSTALLATION OF NEW STRIPING, AND SHALL BE BY WET SANDBLASTING/GRINDING. MARKOUT SHALL BE BY HEAVY PAINT BRUSH MARKING OR SPRAY PAINT OVER A PULLED ROPE IN THE RESPECTIVE WHITE OR YELLOW COLORS OF THE PROPOSED STRIPING. STRIPING AND PAVEMENT MARKINGS SHALL BE IN ACCORDANCE WITH THE PROJECT SPECIFICATIONS.
- THE CONTRACTOR SHALL CONTACT THE CITY AT THE FOLLOWING POINTS IN TIME:
  - TWO (2) WORKING DAYS IN ADVANCE OF MARKOUT.
  - UPON COMPLETION OF MARKOUT (INCLUDING ANY MARKOUT CORRECTIONS) FOR INSPECTION AND APPROVAL.
  - UPON COMPLETION OF STRIPING (INCLUDING ANY STRIPING CORRECTIONS) FOR INSPECTION AND FINAL STRIPING APPROVAL.
- ALL STRIPING AND PAVEMENT MARKINGS SHALL CONFORM TO CALTRANS STANDARD PLANS AND SPECIFICATIONS, LATEST EDITION.
- TRAFFIC STRIPES, PAVEMENT LEGENDS, SIGNS, AND RAISED PAVEMENT MARKERS SHALL CONFORM TO LATEST EDITION OF THE CALIFORNIA M.U.T.C.D., CALTRANS STANDARD PLANS AND STANDARD SPECIFICATIONS.
- ALL CONFLICTING LINES, LEGENDS, SIGNS AND RAISED PAVEMENT MARKERS SHALL BE REMOVED BY WET SANDBLASTING, INCLUDING REMOVAL OF RAISED PAVEMENT MARKERS.
- PAVEMENT DAMAGE DUE TO REMOVING RAISED PAVEMENT MARKERS SHALL BE REPAIRED TO THE SATISFACTION OF THE CITY ENGINEER.
- ALL STRIPING SHALL BE THERMOPLASTIC UNLESS OTHERWISE NOTED.
- ALL LANE LINES AT INTERSECTION APPROACHES AND DEPARTURES SHALL BEGIN AND END WITH 50 FEET OF 4-INCH SOLID WHITE LINE WITH RAISED PAVEMENT MARKERS.
- LANE WIDTH SHALL BE MEASURED BETWEEN THE CENTER LINES OF EACH ADJACENT SINGLE OR DOUBLE STRIPE OR BOTTOM OF CURB AS APPROPRIATE.
- ALL SIGNS ARE TO BE REFLECTORIZED USING 3-M DIAMOND GRADE SHEETING (TYPE 11 WITH 1160A GRAFFITI OVERLAY).
- ALL SIGNS ARE TO BE STANDARD SIZE UNLESS OTHERWISE INDICATED AND PER STATE OF CALIFORNIA SIGN SPECIFICATIONS EXCEPT THAT ALL SIGNS SHALL BE MINIMUM 0.1 INCH THICK ALUMINUM SHEETING.
- ALL SALVAGED SIGNS AND POSTS SHALL BE DELIVERED TO THE CITY MAINTENANCE YARD UNLESS OTHERWISE INDICATED.
- ALL CURB MARKINGS (RED, BLUE, ETC.) SHALL BE REFRESHED WITHIN PROJECT LIMITS (2 COATS).
- INSTALL BLUE RAISED REFLECTIVE PAVEMENT MARKERS IN FRONT OF THE HYDRANTS PER CA M.U.T.C.D. FIGURE 3B-102 (CA).
- ALL ARROW MARKINGS SHALL BE TYPE IV (L OR R) UNLESS OTHERWISE NOTED.
- ALL NEW SIGN POSTS SHALL BE UNI-STRUT UNLESS OTHERWISE NOTED.
- CONTINENTAL TYPE CROSSWALK, LONGITUDINAL BARS/LINES SHALL BE 2 FEET WIDE AND ALIGN WITH LANE LINES AND CENTER OF LANE. THE BARS SHALL BE 2 COATS OF PAINT AND PER CALTRANS REVISED STANDARD PLAN 424F. LONGITUDINAL BARS WHERE INDICATED SHALL BE PARALLEL TO THE DIRECTION OF VEHICLE TRAVEL.
- ALL PEDESTRIAN WARNING SIGNS SHALL BE IN FLORESCENT YELLOW GREEN COLOR UNLESS OTHERWISE INDICATED.
- THE CONTRACTOR SHALL VERIFY ALL DIMENSIONS AND CONTROL ELEVATIONS OF EXISTING FACILITIES OR SURFACES TO BE JOINED PRIOR TO COMMENCING ANY CONSTRUCTION, AND SHALL NOTIFY THE CITY OF MANHATTAN BEACH'S REPRESENTATIVE IMMEDIATELY OF ANY DISCREPANCIES.
- ANY DIRT, ROCK OR CONSTRUCTION MATERIAL THAT MAY BE TRACKED OR DROPPED WITHIN THE PUBLIC RIGHT-OF-WAY DURING THE TRANSPORTATION OF SAID MATERIAL OR EQUIPMENT ASSOCIATED WITH THE PROJECT SHALL BE CLEANED AND REMOVED DAILY OR MORE OFTEN AS DEEMED NECESSARY BY THE CITY INSPECTOR.
- NO DEVIATION FROM THESE PLANS, DETAILS OR NOTES WILL BE PERMITTED WITHOUT PRIOR WRITTEN AUTHORIZATION FROM THE ENGINEER. THE CONTRACTOR SHALL BE SOLELY RESPONSIBLE FOR CONSEQUENCES OF ANY CHANGE MADE WITHOUT SUCH AUTHORIZATION.
- THE CONTRACTOR SHALL MAINTAIN AN ACCURATE RECORD OF ANY DEVIATION FROM THESE PLANS, DETAILS, OR NOTES ON AN AS-BUILT SET OF REPRODUCIBLE DRAWINGS WHICH SHALL BE DELIVERED TO THE CITY OF MANHATTAN BEACH UPON COMPLETION OF THE WORK. SUCH DEVIATIONS SHALL INCLUDE, BUT NOT BE LIMITED TO, HORIZONTAL AND VERTICAL LOCATION OF IMPROVEMENTS, PAVEMENT AND BASE THICKNESS, RATES OF GRADE FOR SURFACE AND SUBSURFACE FACILITIES, PRESORBED MATERIALS AND CONSTRUCTION METHODS.
- THE CONTRACTOR SHALL, AT THEIR OWN EXPENSE, FURNISH ALL WATER, MATERIALS, EQUIPMENT AND LABOR NECESSARY FOR MAKING REQUIRED TESTS. COMPACTION AND OTHER TESTS ASSOCIATED WITH THE GRADING OPERATION SHALL BE MADE UNDER THE DIRECTION OF THE CITY OF MANHATTAN BEACH'S INSPECTOR.
- THE CONTRACTOR SHALL MAINTAIN ALL UTILITY SERVICES TO ALL BUILDINGS AND FACILITIES ALONG PROJECT DURING CONSTRUCTION.
- THE CONTRACTOR IS RESPONSIBLE FOR OBTAINING COPIES OF STANDARD PLANS AND DRAWINGS REFERENCED ON THE DRAWINGS AND IN THE SPECIFICATIONS.
- THE CONTRACTOR SHALL SECURE AND FENCE OR COVER EXCAVATED WORK AREA(S) IN ENTIRETY FOR DURATION OF THE PROJECT. FENCING SHALL NOT BE REMOVED UNTIL WORK IS COMPLETE AND ACCEPTED BY THE CITY INSPECTOR.
- THE CONTRACTOR SHALL PROVIDE TEMPORARY TRAFFIC CONTROL PER LATEST W.A.T.C.H AND CALIFORNIA M.U.T.C.D.

# CITY OF MANHATTAN BEACH

## PLANS FOR

### HIGHLAND AVENUE BEACONS

### PUBLIC WORKS PROJECT



PUBLIC WORKS DEPARTMENT

3621 BELL AVENUE

MANHATTAN BEACH, CALIFORNIA 90266

Telephone (310) 802-5355

www.citymb.info

#### EMERGENCY TELEPHONE NUMBERS

- CITY OF MANHATTAN BEACH (PUBLIC WORKS) (310) 802-5304 (800) 611-1911
- SOUTHERN CALIFORNIA Edison (ELECTRICAL) (800) 427-2200
- SOUTHERN CALIFORNIA GAS COMPANY (310) 406-1960
- TIME-WARNER (CABLE TELEVISION) (800) 463-2000
- VERIZON (TELEPHONE)



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REVIEWED	BY	DATE

REFERENCES

DESIGNED BY	DATE
MARY KINSLER	

DRAWN BY	DATE
GARY GARCIA	

SCALE	DATE
10-5-18	

DRAWING NO.	SHEET	OF
	1	9

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## STORMWATER POLLUTION/EROSION CONTROL REQUIREMENTS

- THE CONTRACTOR IS RESPONSIBLE FOR EROSION AND DUST CONTROL, AS WELL AS TEMPORARY DRAINAGE CONTROL AND PROPER DIVERSION OF CONTRIBUTORY FLOWS (NUISANCE, SIGNIFICANT RAINFALL EVENT, OR OTHERWISE) TO BE OPERABLE AT ALL TIMES AND IMPLEMENTED IN A TIMELY MANNER. ERODED SEDIMENTS AND OTHER POLLUTANTS MUST BE RETAINED ON SITE AND MAY NOT BE TRANSPORTED FROM THE SITE VIA SHEET FLOWS, SWALES, AREA DRAINS, NATURAL DRAINAGE COURSES, OR WIND.
  - STOCKPILES OF EARTH AND OTHER CONSTRUCTION RELATED MATERIALS MUST BE PROTECTED FROM BEING TRANSPORTED FROM THE SITE BY THE FORCES OF WIND OR WATER.
  - FUELS, OILS, SOLVENTS, AND OTHER TOXIC MATERIALS MUST BE STORED IN ACCORDANCE WITH THEIR LISTING AND ARE NOT TO CONTAMINATE THE SOIL AND SURFACE WATERS. ALL APPROVED STORAGE CONTAINERS ARE TO BE PROTECTED FROM THE WEATHER. SPILLS MUST BE CLEANED UP IMMEDIATELY AND DISPOSED OF IN A PROPER MANNER. SPILLS MAY NOT BE WASHED INTO THE DRAINAGE SYSTEM.
  - EXCESS OR WASTE CONCRETE MAY NOT BE WASHED INTO THE PUBLIC RIGHT OF WAY OR ANY OTHER DRAINAGE SYSTEM. PROVISIONS SHALL BE MADE TO RETAIN CONCRETE WASTES ON SITE UNTIL THEY CAN BE DISPOSED OF AS SOLID WASTE.
  - TRASH AND CONSTRUCTION-RELATED SOLID WASTES MUST BE DEPOSITED INTO A COVERED RECEPTACLE TO PREVENT CONTAMINATION OF RAINWATER AND DISPERSAL BY WIND.
  - SEDIMENTS AND OTHER MATERIALS MAY NOT BE TRACKED FROM THE SITE BY VEHICLE TRAFFIC. THE CONSTRUCTION ENTRANCE ROADWAYS MUST BE STABILIZED SO AS TO INHIBIT SEDIMENTS FROM BEING DEPOSITED IN THE PUBLIC RIGHT OF WAY. ACCIDENTAL DEPOSITIONS MUST BE SWEEPED UP IMMEDIATELY AND MAY NOT BE WASHED DOWN BY RAIN OR OTHER MEANS.
  - ANY SLOPES WITH DISTURBED SOILS OR DENuded OF VEGETATION MUST BE STABILIZED SO AS TO INHIBIT EROSION BY WIND AND WATER.
  - REFERENCE THE BEST MANAGEMENT PRACTICE (B.M.P.) HANDBOOK, CALIFORNIA STORMWATER QUALITY TASK FORCE, SACRAMENTO, CALIFORNIA 1993 OR THE LATEST REVISED EDITION FOR B.M.P.'S WHICH MAY APPLY DURING CONSTRUCTION (ADDITIONAL MEASURES MAY BE REQUIRED IF DEEMED APPROPRIATE BY THE ENGINEER).
- THE CONTRACTOR SHALL BE RESPONSIBLE FOR COMPLIANCE WITH CALIFORNIA STATE WATER RESOURCES CONTROL BOARD ORDER NO. 2009-0008-DWQ (AS AMENDED BY ORDER NO. 2010-0014-DWQ AND NO. 2012-0006-PWQ); NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM (NPDES) GENERAL PERMIT NO. CAS00002. IF REQUIRED, PREPARATION OF A STORM WATER POLLUTION PREVENTION PLAN (SWPPP) FOR CONSTRUCTION ACTIVITIES BY A REGISTERED QUALIFIED SWPPP DEVELOPER (QSD) IS THE RESPONSIBILITY OF THE CONTRACTOR.
- THE CONTRACTOR SHALL BE RESPONSIBLE FOR IMPLEMENTATION OF THE SWPPP ON THE PROJECT SITE. THE CONTRACTOR SHALL BE RESPONSIBLE FOR HIRING OR CONTRACTING FOR A REGISTERED QUALIFIED SWPPP PRACTITIONER (QSP). AMENDMENTS TO THE SWPPP ARE THE RESPONSIBILITY OF THE CONTRACTOR. DATA SUBMISSION, MONITORING, SAMPLING, TESTING AND REPORTING ARE THE RESPONSIBILITY OF THE CONTRACTOR.
- THE CONTRACTOR SHALL COORDINATE SUBMISSION OF PROJECT REGISTRATION DOCUMENTS (PRD) WITH OWNER'S LEGALLY RESPONSIBLE PERSON (LRP) OR AUTHORIZED SIGNATORY.

## APPLICABLE CODES

THE 2013 CALIFORNIA BUILDING CODE - TITLE 24 AS ADOPTED BY THE CALIFORNIA BUILDING STANDARDS COMMISSION.  
PART 1, BUILDING STANDARDS ADMINISTRATIVE CODE  
PART 2, CALIFORNIA BUILDING CODE  
PART 3, CALIFORNIA ELECTRICAL CODE  
PART 4, CALIFORNIA MECHANICAL CODE  
PART 5, CALIFORNIA PLUMBING CODE  
PART 6, CALIFORNIA ENERGY CODE  
PART 9, CALIFORNIA FIRE CODE  
PART 12, CALIFORNIA REFERENCE STANDARDS CODE  
THE CALIFORNIA ADMINISTRATIVE CODE, TITLE 19 (INDUSTRIAL RELATIONS, PUBLIC SAFETY)  
THE CALIFORNIA ENVIRONMENTAL QUALITY ACT, LATEST EDITION  
REQUIREMENTS OF THE REGIONAL WATER QUALITY BOARD  
PUBLIC CONTRACT CODE, SECTIONS 10700 ET SEQ. (CALIFORNIA STATE CONTRACT LAW)  
AIR QUALITY MANAGEMENT DISTRICT REGULATIONS  
AMERICANS WITH DISABILITIES ACT (ADA), TITLE II, ADAAG  
LOCAL PUBLIC AGENCY STANDARDS  
PLANNING/BUILDING CODES

TITLE SHEET  
CITY OF MANHATTAN BEACH  
PUBLIC WORKS DEPARTMENT - ENGINEERING DIVISION

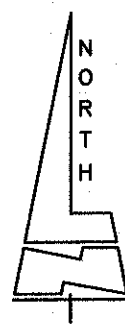
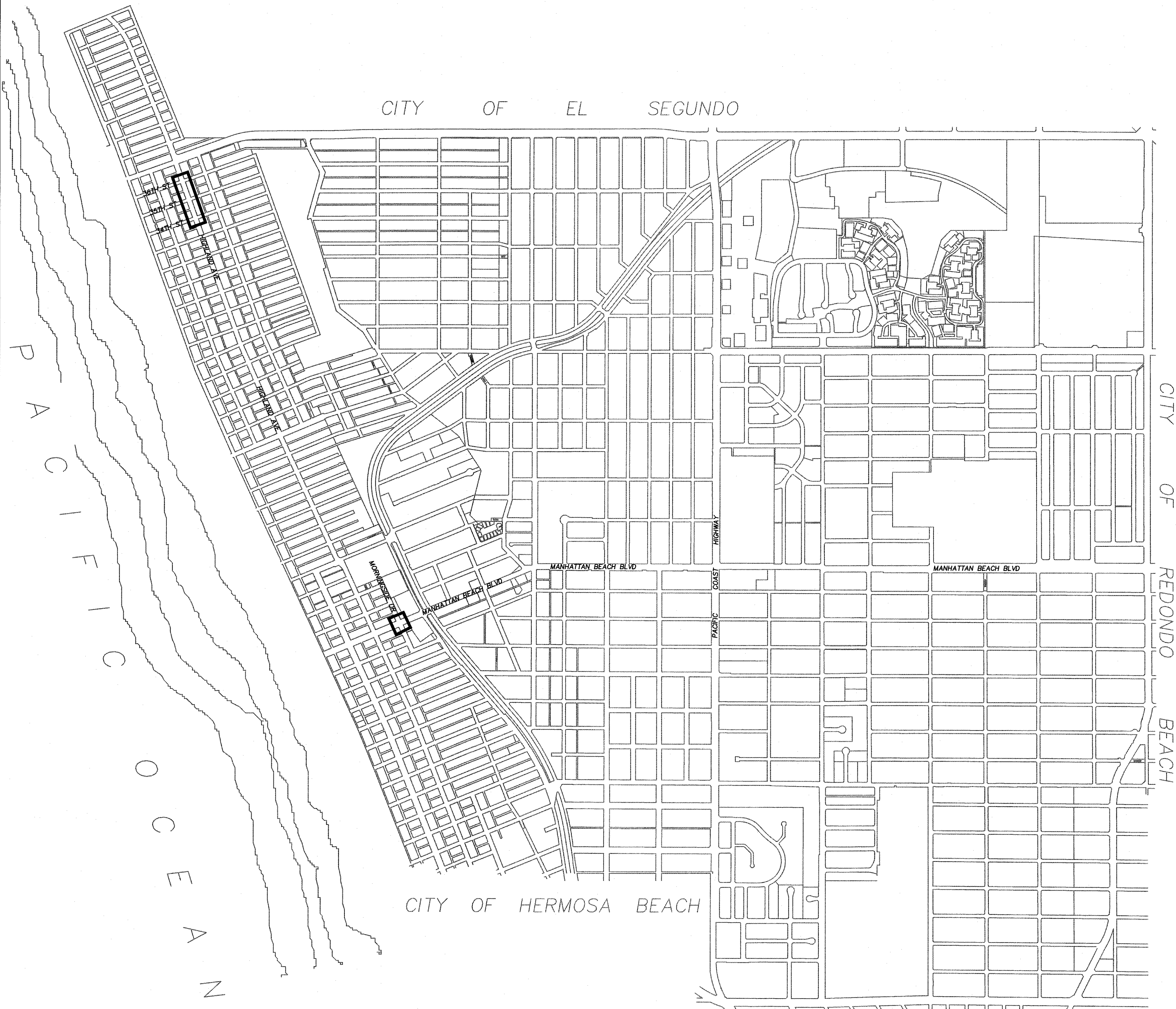
HIGHLAND AVENUE  
BEACONS

REVIEWED BY: Gary Kinsler 10/9/18  
CITY ENGINEER 052463 DATE: 10/9/18  
APPROVED BY: Gary Garcia 10/9/18  
DIRECTOR OF PUBLIC WORKS DATE: 10/9/18



ABBREVIATIONS

ABS	ACRYLONITRILE-BUTADIENE-STYRENE	LXW	LENGTH X WIDTH
AC	ASPHALTIC CONCRETE	MH	MANHOLE
APWA	AMERICAN PUBLIC WORKS ASSOCIATION	MOC	MIDDLE OF CURVE
AWWA	AMERICAN WATER WORKS ASSOCIATION	NIC	NOT IN CONTRACT
BC	BEGINNING OF CURVE	N	NORTH
BEP	BOTTOM OF EXCAVATED PLANE	(N)	NEW
BSW	BACK OF SIDEWALK	NTS	NOT TO SCALE
BVC	BEGIN VERTICAL CURVE	OC	ON CENTER
CB	CATCH BASIN	PA	PLANTER AREA
CF	CURB FACE	PAV	PAVEMENT
CL	CENTERLINE	PCC	PORTLAND CEMENT CONCRETE
CLF	CHAIN LINK FENCE	PL	PROPERTY LINE
CMB	CRUSH MISCELLANEOUS BASE	POC	POINT ON CURVE
CMU	CONCRETE MASONRY UNIT	POT	PATH OF TRAVEL
CO, COTG	CLEANOUT, CLEANOUT TO GRADE	PP	POWER POLE
CONC	CONCRETE	PRC	POINT OF REVERSING CURVE
CONST	CONSTRUCT	PVC	POLYVINYL CHLORIDE
DI, DIP	DUCTILE IRON, DUCTILE IRON PIPE	R	RADIUS, RIDGE LINE
DL	DAYLIGHT LINE	RCP	REINFORCED CONCRETE PIPE
DVFB	DUAL VERTICAL FLASHING BEACONS	RECT	RECTANGULAR
DWG	DRAWING	RRFB	RECTANGULAR RAPID FLASHING BEACON
DWY	DRIVEWAY	S	SOUTH
E/O	EAST OF	SB	SOUTHBOUND
E	EAST	SF	SQUARE FEET
(E)	EXISTING	SHT	SHEET
EC	END OF CURVE	SL	STREET LIGHT
EG	EDGE OF GUTTER	SLM	SHARED LANE MARKING (SHARROW)
EL, ELEV	ELEVATION	SPPWC	STANDARD PLANS FOR PUBLIC WORKS CONSTRUCTION
EVC	END VERTICAL CURVE	SS	SANITARY SEWER
EXIST	EXISTING	ST	STREET, STRAIGHT
FF	FINISH FLOOR	STD	STANDARD
FG	FINISH GRADE	TANG	TANGENT
FH	FIRE HYDRANT	TB	TOP OF AC BERM
FL	FLOW LINE	TC	TOP OF CURB, TOP OF CONCRETE
FS	FINISH SURFACE	TCB	TOP OF CATCH BASIN
FVEC	FIELD VERIFY EXISTING CONDITIONS	TD	TRUNCATED DOME DETECTABLE WARNING SURFACE
GALV	GALVANIZED	TG	TOP OF GRATING
GB	GRADE BREAK	TVLT	TELECOMMUNICATIONS VAULT
GM	GAS METER	TW	TOP OF WALL
GV	GATE VALVE	TYP	TYPICAL
HDPE	HIGH DENSITY POLYETHYLENE PIPE	UNO	UNLESS NOTED OTHERWISE
HORZ	HORIZONTAL	VERT	VERTICAL
HP	HIGH POINT	W/O	WEST OF
INT	INTERSECTION	W	WEST
INV	INVERT ELEVATION	WM	WATER METER
L	CURVE LENGTH	WS	WHITE STRIPE
LOE	LIMITS OF OVER EXCAVATION	YS	YELLOW STRIPE
LOL	LAYOUT LINE	Δ	ANGLE



LOCATION MAP  
NOT TO SCALE



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REVIEWED	BY	DATE	REFERENCES

GENERAL NOTES

**CITY OF MANHATTAN BEACH**  
PUBLIC WORKS DEPARTMENT – ENGINEERING DIVISION

REVISIONS	
NO.	DATE

DESIGNED BY <b>MARY KINSLER</b>	DATE <b>10/10/18</b>	APPROVED BY <b>GARY KINSLER</b>	DATE <b>10/10/18</b>
DRAWN BY <b>GARY GARCIA</b>	DATE	DIRECTOR OF PUBLIC WORKS	DRAWING NO.

SCALE <b>10-5-18</b>	SHEET <b>2</b>	OF <b>9</b>
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TABULATION OF QUANTITIES\*

SHEET#/NOTE#	DESCRIPTION	DIRECTION	LENGTH	WIDTH	HEIGHT	QUANTITY
MANHATTAN BEACH BLVD AT MORNINGSIDE DR						
4 / 1	CONSTRUCT IN-ROAD WARNING LIGHTS, COMPLETE	WB, EB				26 EACH
4 / 3	CONSTRUCT RRFB AND POST, SOLAR POWERED, COMPLETE	WB, EB			16'	4 EACH
4 / 4	CONSTRUCT PUSH BUTTON AND POST	WB, EB				4 EACH
4 / 5	CONSTRUCT 1" PVC CONDUIT UNDER (E) CURB & GUTTER	WB, EB				4 EACH
4 / 6	CONSTRUCT WIRING THROUGH GUTTER EDGE	WB, EB	400'			
4 / 9	CONSTRUCT 1" PVC CONDUIT AND WIRING	WB, EB				4 EACH
4 / 101	REMOVE & SALVAGE (E) SIGN AND/OR POLE	WB, EB				2 EACH
HIGHLAND AVE AT 34TH ST						
5 / 1	CONSTRUCT IN-ROAD WARNING LIGHTS, COMPLETE	SOUTHBOUND				10 EACH
5 / 2	CONSTRUCT RRFB AND POST WITH PUSH BUTTON, SOLAR POWERED, COMPLETE	NB, SB			16'	2 EACH
5 / 5	CONSTRUCT 1" PVC CONDUIT UNDER (E) CURB & GUTTER	SOUTHBOUND				2 EACH
5 / 6	CONSTRUCT WIRING THROUGH GUTTER EDGE	SOUTHBOUND	400'			
5 / 7	CONSTRUCT ACCESSIBLE CURB RAMP	SOUTHBOUND				1 EACH
5 / 101	REMOVE & SALVAGE (E) SIGN AND/OR POLE	SOUTHBOUND				2 EACH
HIGHLAND AVE AT 35TH ST						
6 / 1	CONSTRUCT IN-ROAD WARNING LIGHTS, COMPLETE	SOUTHBOUND				10 EACH
6 / 2	CONSTRUCT RRFB AND POST WITH PUSH BUTTON, SOLAR POWERED, COMPLETE	NB, SB			16'	2 EACH
6 / 5	CONSTRUCT 1" PVC CONDUIT UNDER (E) CURB & GUTTER	SOUTHBOUND				2 EACH
6 / 6	CONSTRUCT WIRING THROUGH GUTTER EDGE	SOUTHBOUND	400'			
6 / 101	REMOVE & SALVAGE (E) SIGN AND/OR POLE	SOUTHBOUND				2 EACH
HIGHLAND AVE AT 36TH ST						
7 / 1	CONSTRUCT IN-ROAD WARNING LIGHTS, COMPLETE	SOUTHBOUND				10 EACH
7 / 2	CONSTRUCT RRFB AND POST WITH PUSH BUTTON, SOLAR POWERED, COMPLETE	NB, SB			16'	2 EACH
7 / 5	CONSTRUCT 1" PVC CONDUIT UNDER (E) CURB & GUTTER	SOUTHBOUND				2 EACH
7 / 6	CONSTRUCT WIRING THROUGH GUTTER EDGE	SOUTHBOUND	400'			
7 / 8	CONSTRUCT 4" THICK CONC SIDEWALK	SOUTHBOUND	8'	1'		10 SF
7 / 101	REMOVE & SALVAGE (E) SIGN AND/OR POLE	SOUTHBOUND				2 EACH

\*REFER TO INDIVIDUAL PLAN SHEETS FOR FULL DESCRIPTIONS OF WORK. DESCRIPTIONS SHOWN ON THIS SHEET ARE ABBREVIATED.



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DRAWN BY

GARY GARCIA

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APPROVED BY

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10/9/18

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10-5-18

DRAWING NO.

REVISIONS

CITY ENGINEER

10/10/18

10/9/18

10

5

18

3

9

TABULATION OF QUANTITIES

CITY OF MANHATTAN BEACH

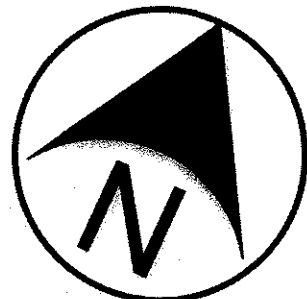
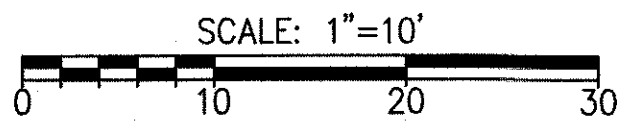
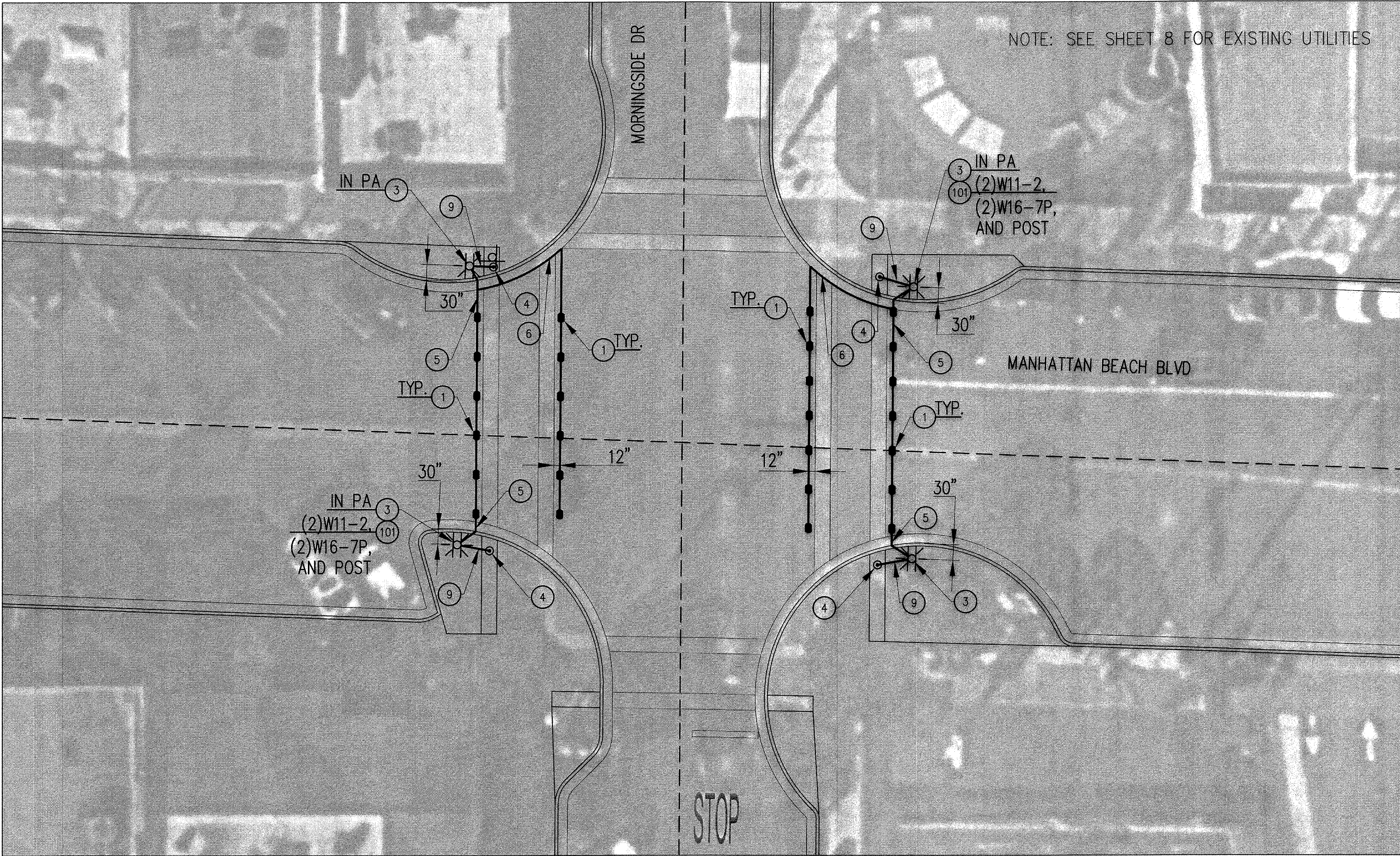
PUBLIC WORKS DEPARTMENT – ENGINEERING DIVISION

HIGHLAND AVENUE BEACONS



CONSTRUCTION NOTES

- 1. CONSTRUCT IN-ROAD WARNING LIGHTS PER MANUFACTURER'S SPECIFICATIONS
- 2. CONSTRUCT RRFB AND POST WITH PUSH BUTTON, SOLAR POWERED PER (1/9) AND MANUFACTURER'S SPECIFICATIONS.
- 3. CONSTRUCT RRFB AND POST, SOLAR POWERED PER (2/9). CONTRACTOR TO TRIM ANY ADJACENT TREE BRANCHES OBSTRUCTING THE INSTALLATION OF IMPROVEMENTS.
- 4. CONSTRUCT PED PUSH BUTTON AND POST, PER (3/9). RECESS 3/4" PVC CONDUIT FOR PED PUSH BUTTON INTO CONCRETE SLAB AND BACKFILL WITH MATCHING COLOR MORTAR.
- 5. CONSTRUCT 1" PVC CONDUIT UNDER (E) CURB & GUTTER
- 6. CONSTRUCT WIRING THROUGH GUTTER EDGE AND COVER PER MANUFACTURER'S SPECIFICATIONS.
- 7. CONSTRUCT ACCESSIBLE CURB RAMP PER CALTRANS RSP A88A, CASE A
- 8. CONSTRUCT 4" THICK CONCRETE SIDEWALK ON 90% COMPACTED BASE PER CITY OF MANHATTAN BEACH STANDARD PLAN ST-2. PROVIDE A 6" MINIMUM WIDE PLANTER STRIP ALONG THE PARKING LOT CORNER WALL IF ALLOWED BY ADA REQUIRED CLEARANCES.
- 9. CONSTRUCT 1" PVC CONDUIT AND WIRING PER MANUFACTURER'S SPECIFICATIONS
- 100. PROTECT IN PLACE
- 101. REMOVE & SALVAGE (E) SIGNS AND/OR POST AND RETURN TO CITY YARD.



**WHEELER & GRAY, INC.**  
CONSULTING ENGINEERS  
650 SIERRA MADRE VILLA, SUITE 300, PASADENA, CA 91107  
(626) 432-5850 FAX (626) 432-5858

REVIEWED	BY	DATE

REFERENCES

DESIGNED BY MARY KINSLER	DATE 
DRAWN BY GARY GARCIA	DATE 

SHEET 4	OF 9
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MANHATTAN BEACH BLVD AT MORNINGSIDE DR

CITY OF MANHATTAN BEACH  
PUBLIC WORKS DEPARTMENT - ENGINEERING DIVISION

**HIGHLAND AVENUE  
BEACONS**

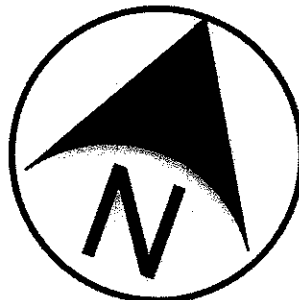
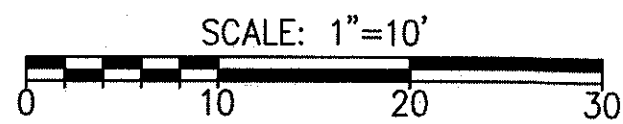
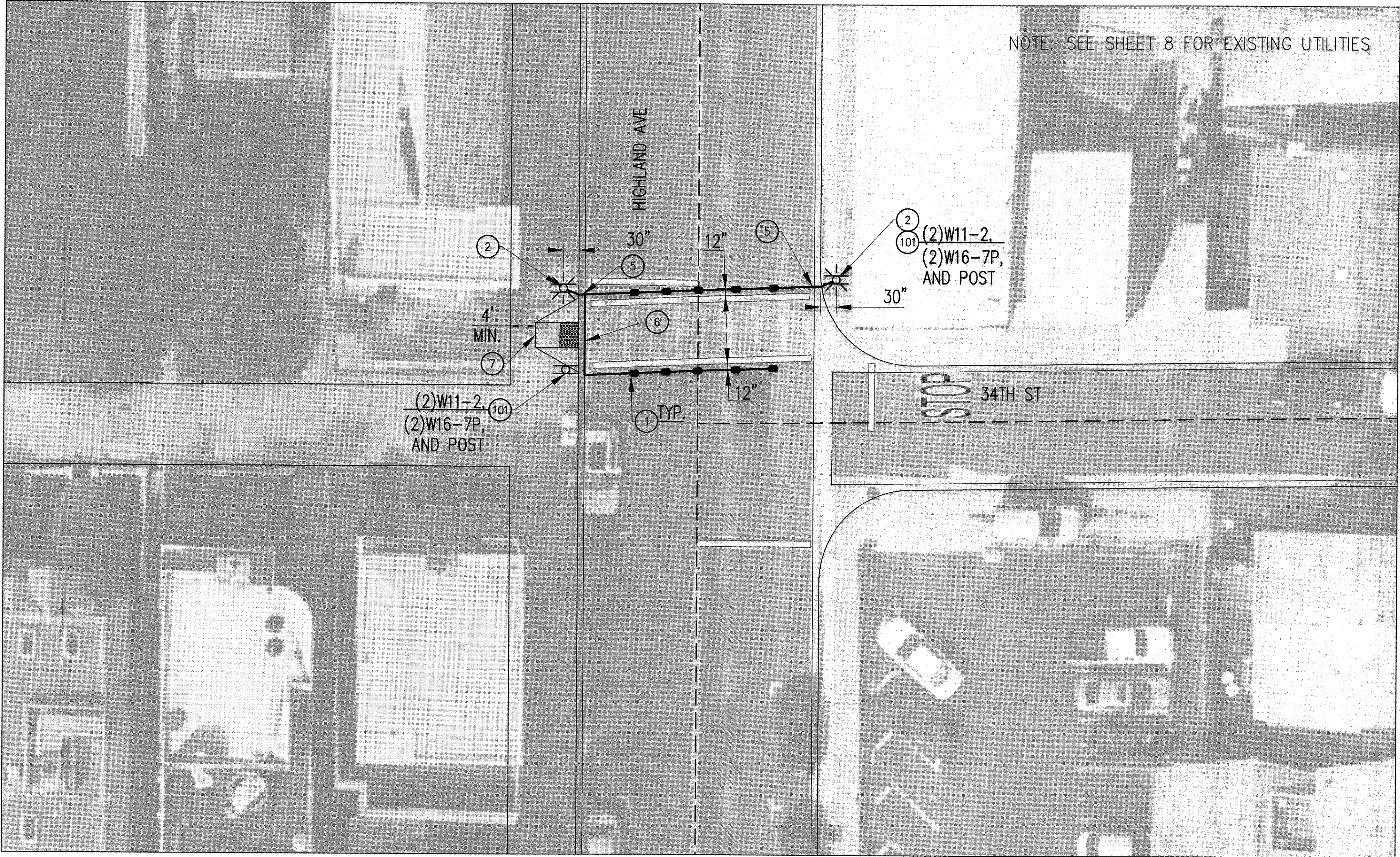
REVIEWED BY <i>[Signature]</i> CITY ENGINEER	DATE 10/10/18	APPROVED BY <i>[Signature]</i> DIRECTOR OF PUBLIC WORKS	DATE 10/9/18
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SCALE 10'-5-18	DRAWING NO. 
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CONSTRUCTION NOTES

- 1. CONSTRUCT IN-ROAD WARNING LIGHTS PER MANUFACTURER'S SPECIFICATIONS
- 2. CONSTRUCT RRFB AND POST WITH PUSH BUTTON, SOLAR POWERED PER (1/9) AND MANUFACTURER'S SPECIFICATIONS.
- 3. CONSTRUCT RRFB AND POST, SOLAR POWERED PER (2/9). CONTRACTOR TO TRIM ANY ADJACENT TREE BRANCHES OBSTRUCTING THE INSTALLATION OF IMPROVEMENTS.
- 4. CONSTRUCT PED PUSH BUTTON AND POST, PER (3/9). RECESS 3/4" PVC CONDUIT FOR PED PUSH BUTTON INTO CONCRETE SLAB AND BACKFILL WITH MATCHING COLOR MORTAR.
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**WHEELER & GRAY, INC.**  
CONSULTING ENGINEERS  
850 SIERRA MADRE VILLA, SUITE 200, PASADENA, CA 91107  
(626) 432-3550 FAX (626) 432-3555

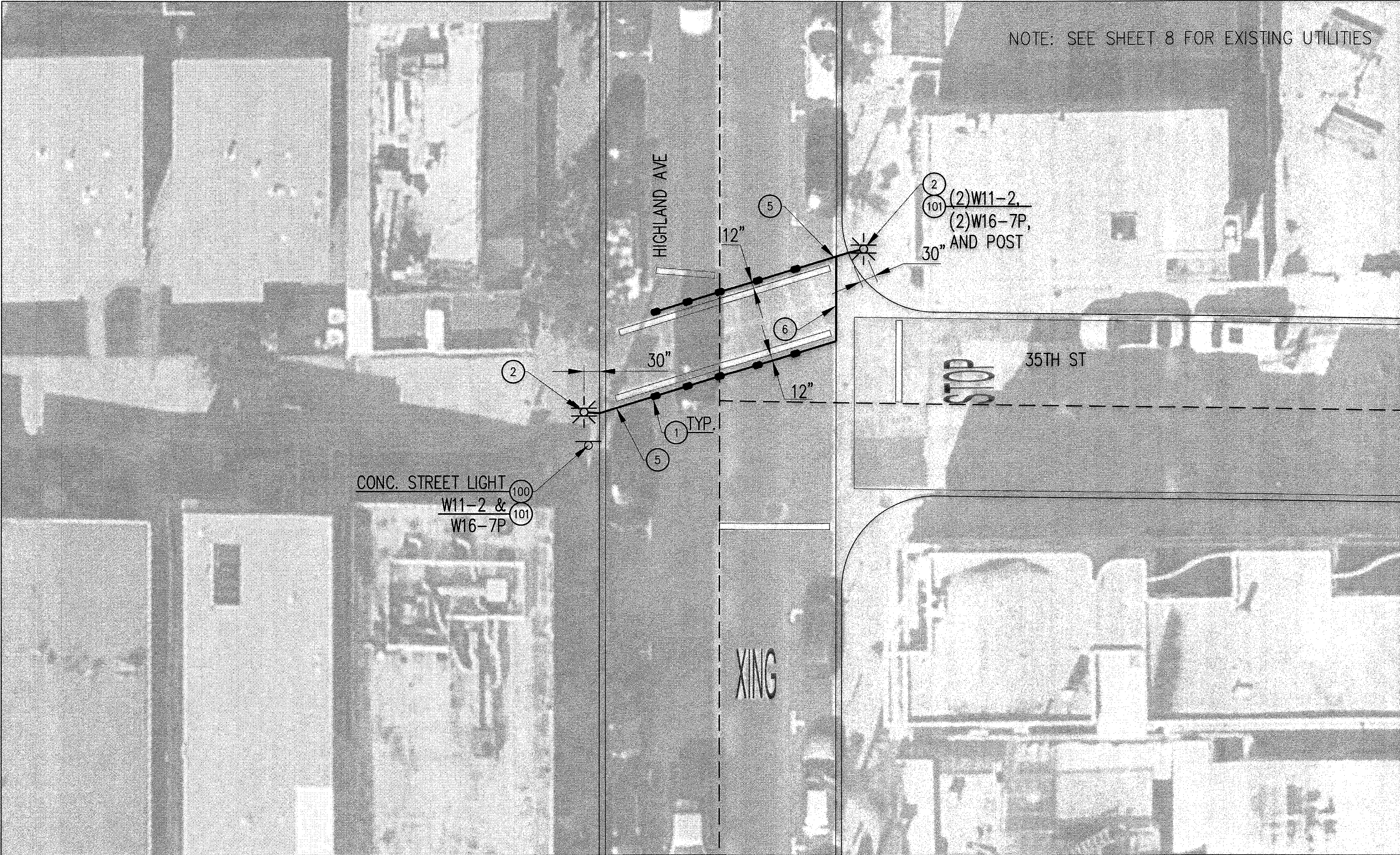
REVIEWED	BY	DATE

HIGHLAND AVE AT 34TH ST		
CITY OF MANHATTAN BEACH		
PUBLIC WORKS DEPARTMENT - ENGINEERING DIVISION		
HIGHLAND AVENUE BEACONS		
DESIGNED BY MARY KINSLER	DATE 10/10/18	APPROVED BY [Signature] DIRECTOR OF PUBLIC WORKS DATE 10/10/18
DRAWN BY GARY GARCIA	DATE 	SCALE 10'-5'-18"
SHEET 5 OF 9		DRAWING NO.

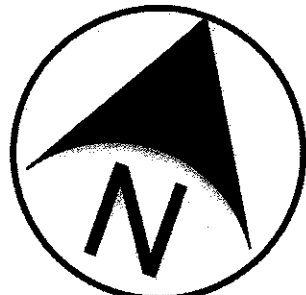
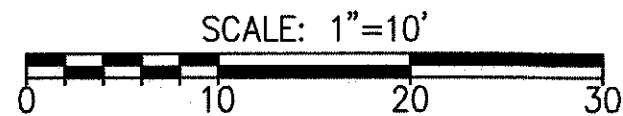



CONSTRUCTION NOTES

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NOTE: SEE SHEET 8 FOR EXISTING UTILITIES



 <b>WHEELER &amp; GRAY, INC.</b> CONSULTING ENGINEERS 650 SIERRA MADRE VILLA, SUITE 300, PASADENA, CA 91107 (626) 432-5850 FAX (626) 432-5858	REVIEWED BY	BY	DATE	REFERENCES	DESIGNED BY MARY KINSLER		DATE	SCALE 10'-5'-18"	SHEET 6 OF 9
					CITY ENGINEER		10/10/12		
					DIRECTOR OF PUBLIC WORKS		10/10/12		

HIGHLAND AVE AT 35TH ST

CITY OF MANHATTAN BEACH

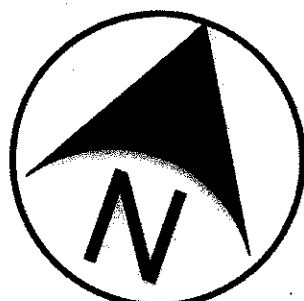
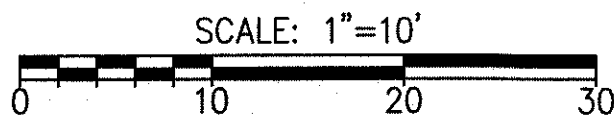
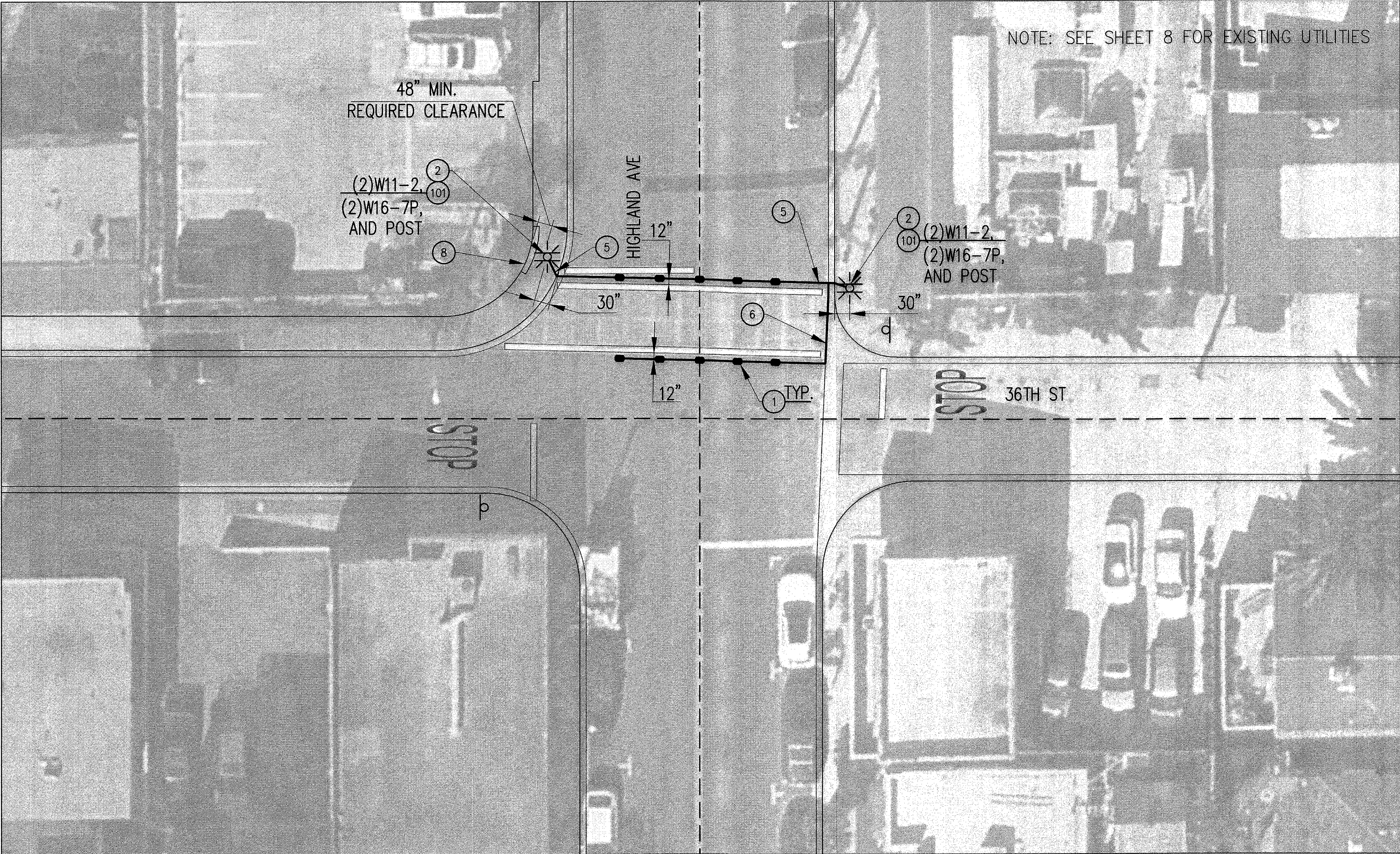
PUBLIC WORKS DEPARTMENT - ENGINEERING DIVISION

HIGHLAND AVENUE  
BEACONS



CONSTRUCTION NOTES

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**WHEELER & GRAY, INC.**  
CONSULTING ENGINEERS  
650 SIERRA MADRE VILLA, SUITE 300, PASADENA, CA 91107  
(626) 432-5850 FAX (626) 432-5858

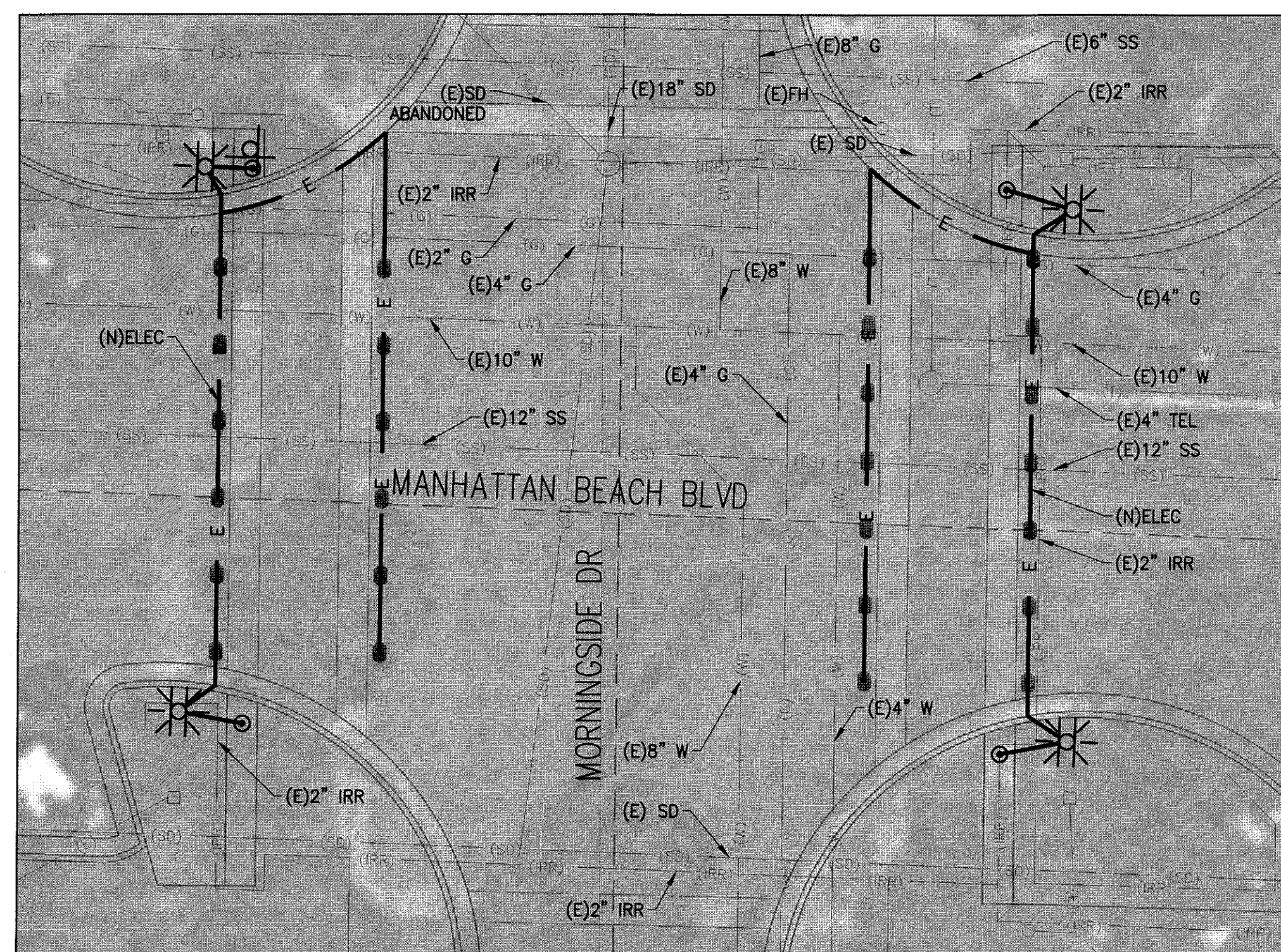
REVIEWED	BY	DATE

HIGHLAND AVE AT 36TH ST CITY OF MANHATTAN BEACH PUBLIC WORKS DEPARTMENT - ENGINEERING DIVISION		
<b>HIGHLAND AVENUE BEACONS</b>		
DESIGNED BY: MARY KINSLER DATE: 10/10/18		
DRAWN BY: GARY GARCIA DATE: 10/9/18		
APPROVED BY: [Signature] DATE: 10/9/18 DIRECTOR OF PUBLIC WORKS		
SCALE: 10'-5"-18		
SHEET 7 OF 9		



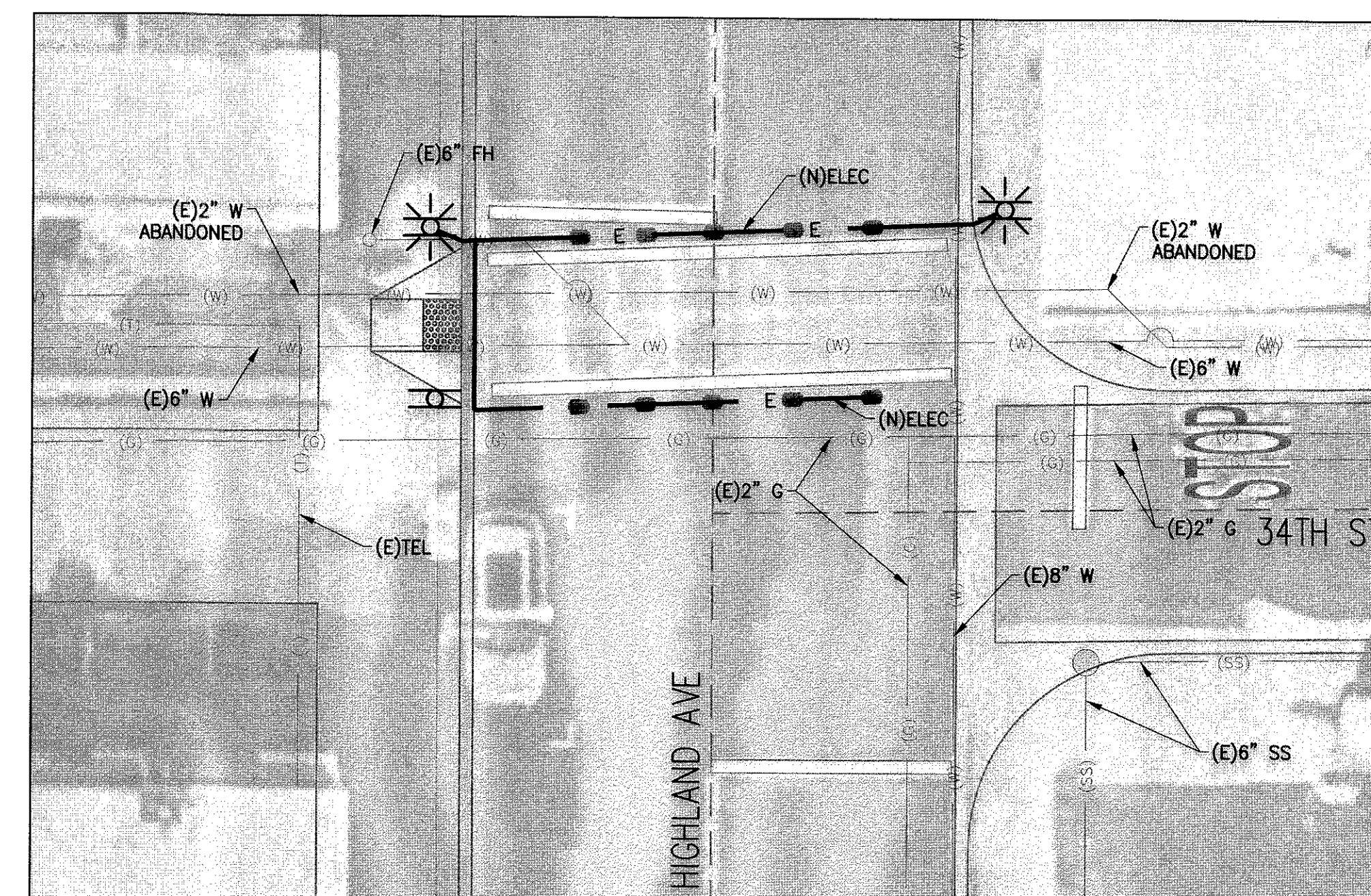
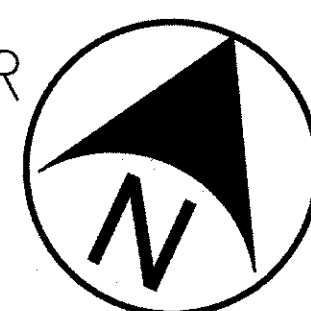
LEGEND:

- (SD) EXISTING STORM DRAIN LINE
- (SS) EXISTING SEWER LINE
- (W) EXISTING WATER LINE
- (IRR) EXISTING IRRIGATION LINE
- (G) EXISTING GAS LINE
- (E) EXISTING ELECTRICAL LINE
- (T) EXISTING TELECOM LINE
- E PROPOSED ELECTRICAL



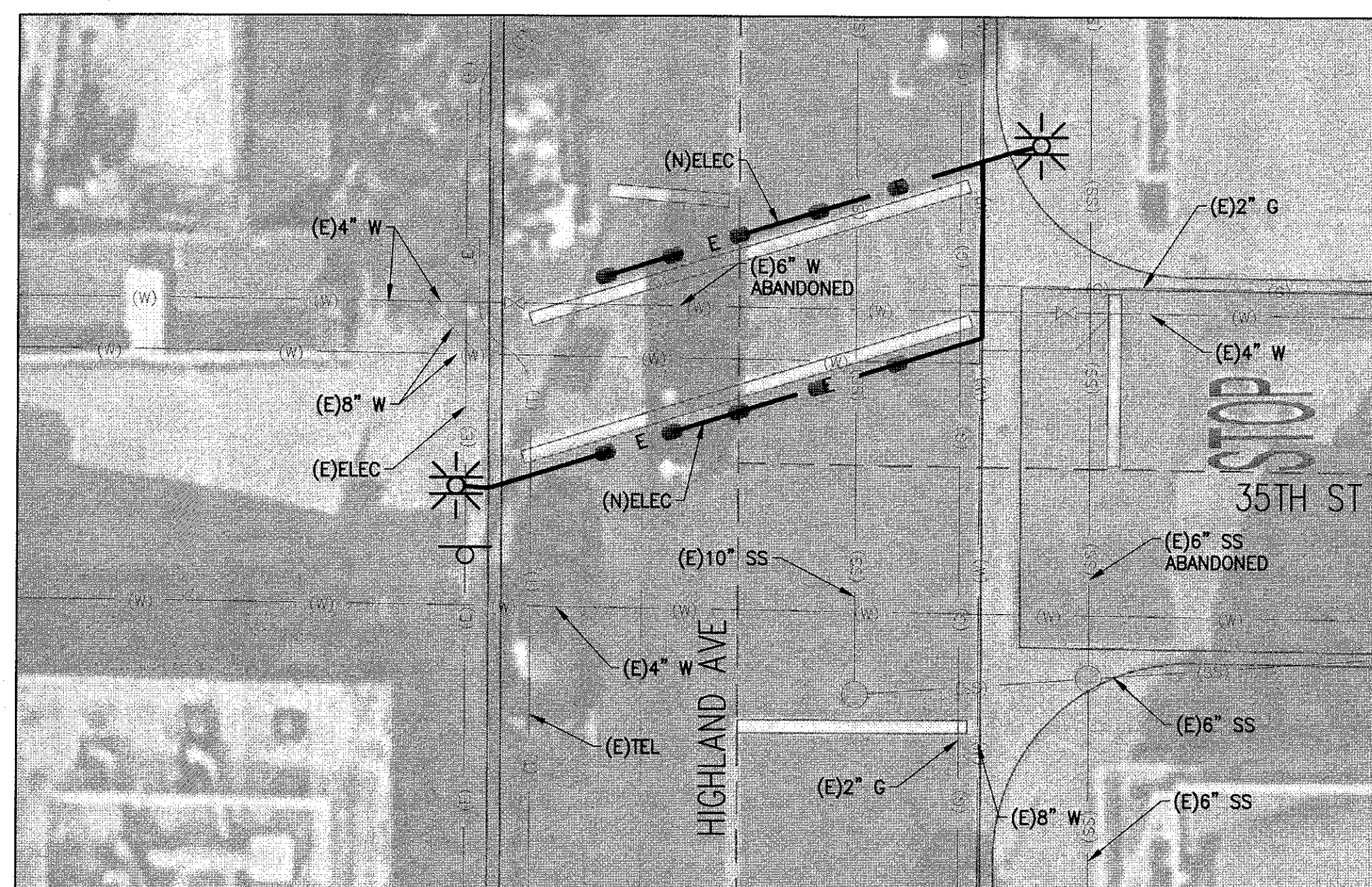
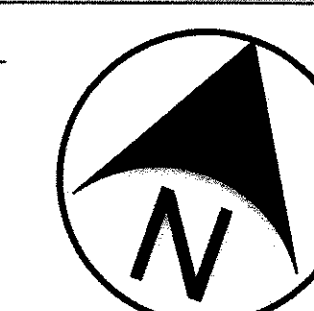
MANHATTAN BEACH BLVD AT MORNINGSIDE DR

SCALE: 1"=10'



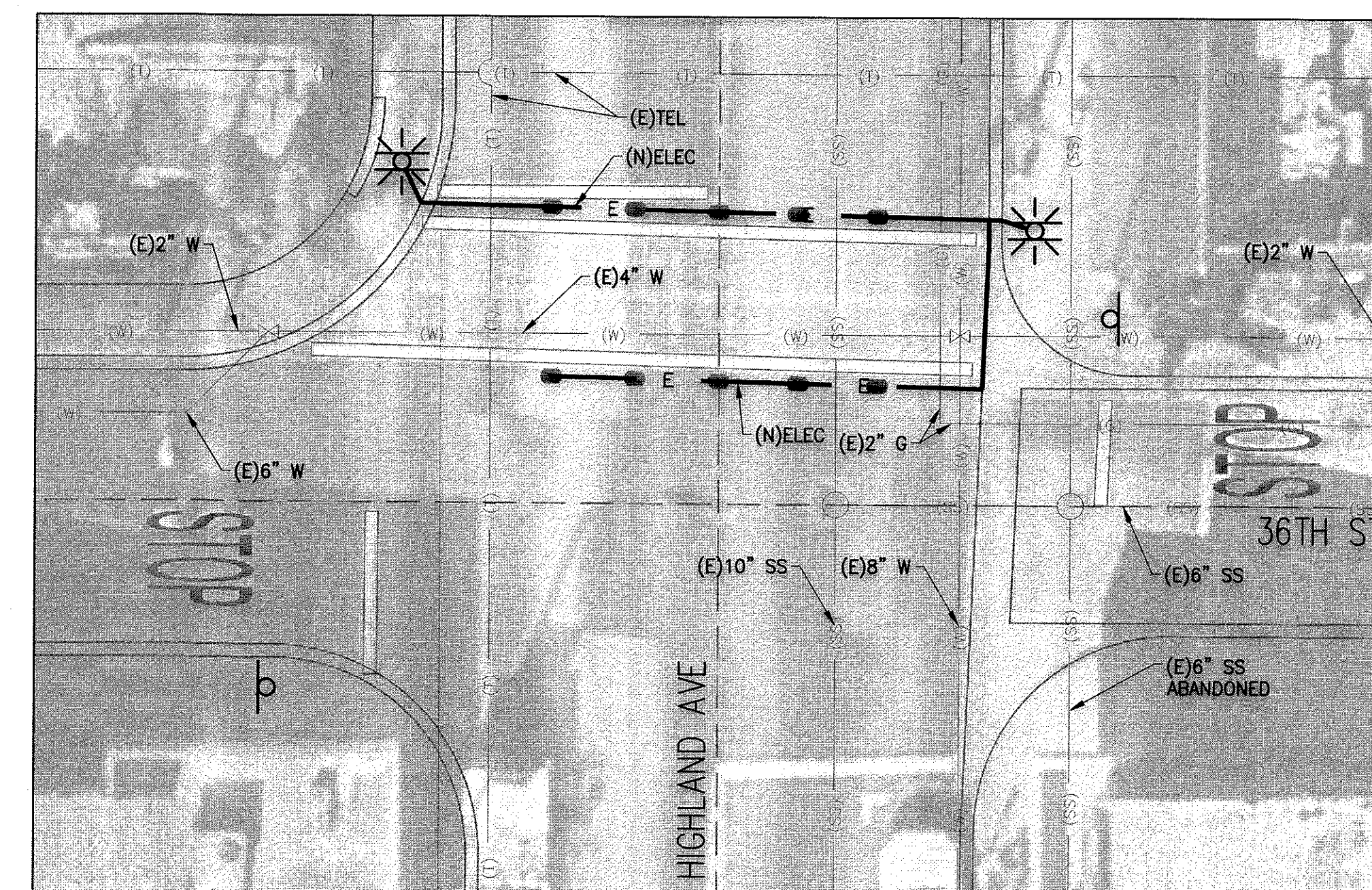
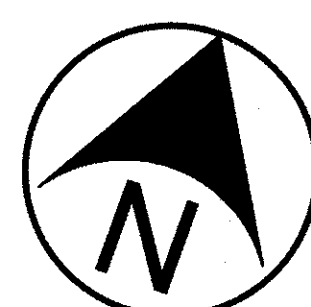
HIGHLAND AVE AT 34TH ST

SCALE: 1"=10'



HIGHLAND AVE AT 35TH ST

SCALE: 1"=10'



HIGHLAND AVE AT 36TH ST

SCALE: 1"=10'



GENERAL NOTE: CONTRACTOR IS RESPONSIBLE FOR RELOCATION OF ANY SPRINKLER HEADS, IRRIGATION LINES AND REPLACEMENT OF ANY DAMAGED LANDSCAPING AREAS.

UTILITY PLAN

CITY OF MANHATTAN BEACH  
PUBLIC WORKS DEPARTMENT - ENGINEERING DIVISION

HIGHLAND AVENUE  
BEACONS



REVISIONS		
NO.	BY	DATE

DESIGNED BY  
MARY KINSLER  
DATE  
10/10/13

APPROVED BY  
DIRECTOR OF PUBLIC WORKS  
DATE  
10/9/13

DRAWN BY  
GARY GARCIA  
DATE  
10/9/13

SCALE  
10'-5'-18'  
DATE  
10/9/13  
DRAWING NO.



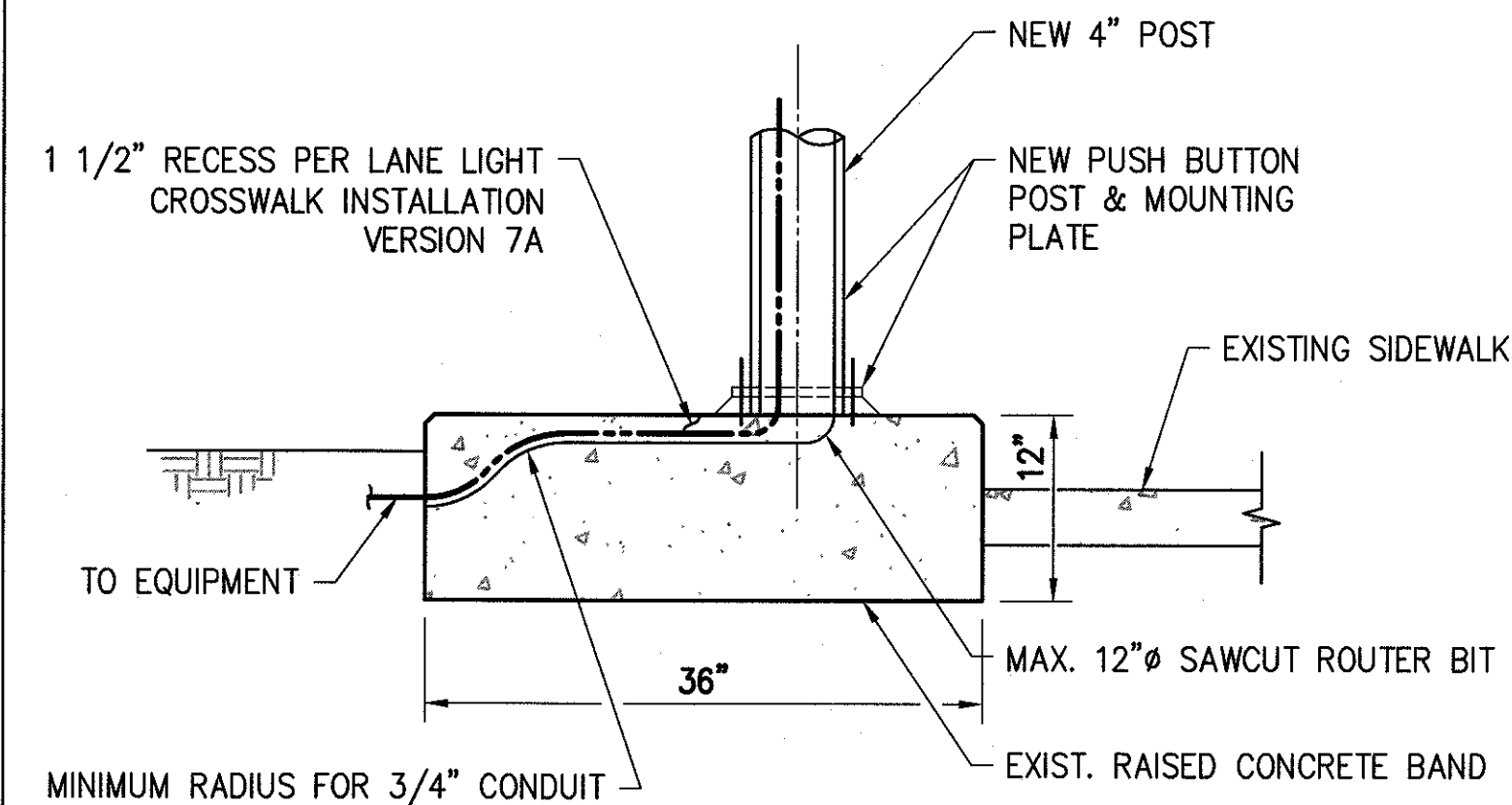
WHEELER & GRAY, INC.  
CONSULTING ENGINEERS  
650 SIERRA MADRE WLLA, SUITE 300, PASADENA, CA 91107  
(626) 432-5550 FAX (626) 432-5558

REVIEWED BY  
DATE

REFERENCES

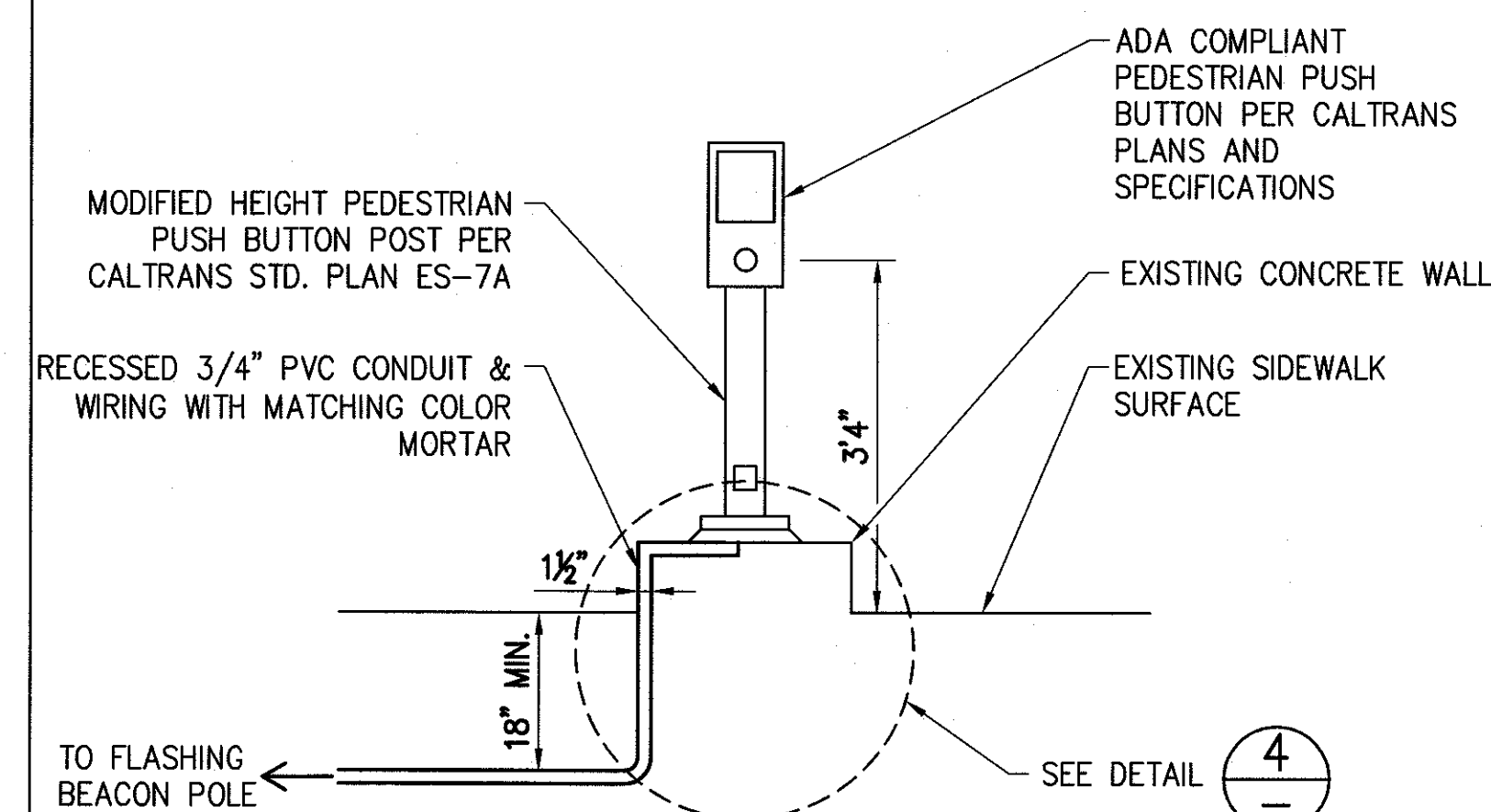
SHEET 8 OF 9





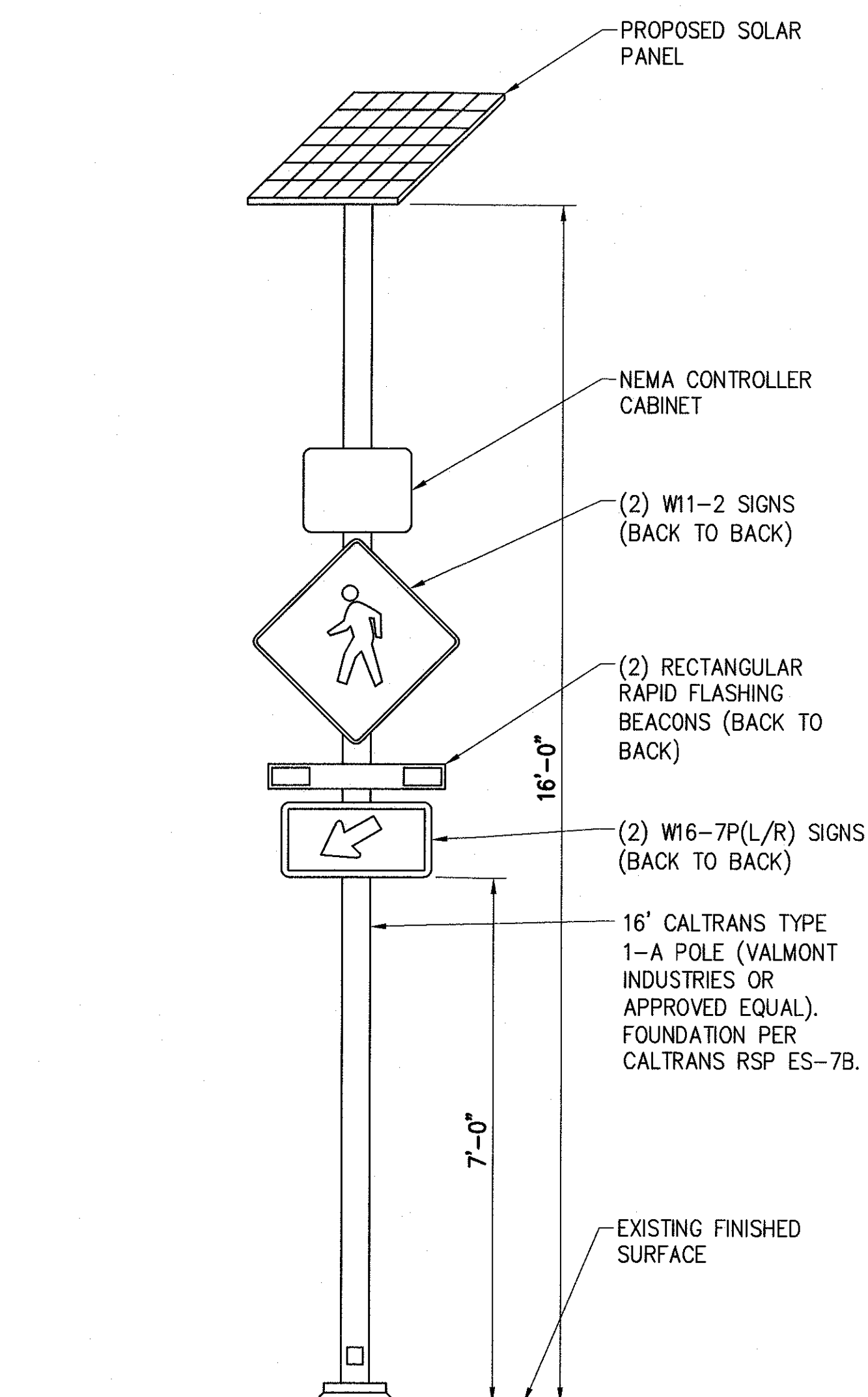
**FOOTING DETAIL** (4)

NTS



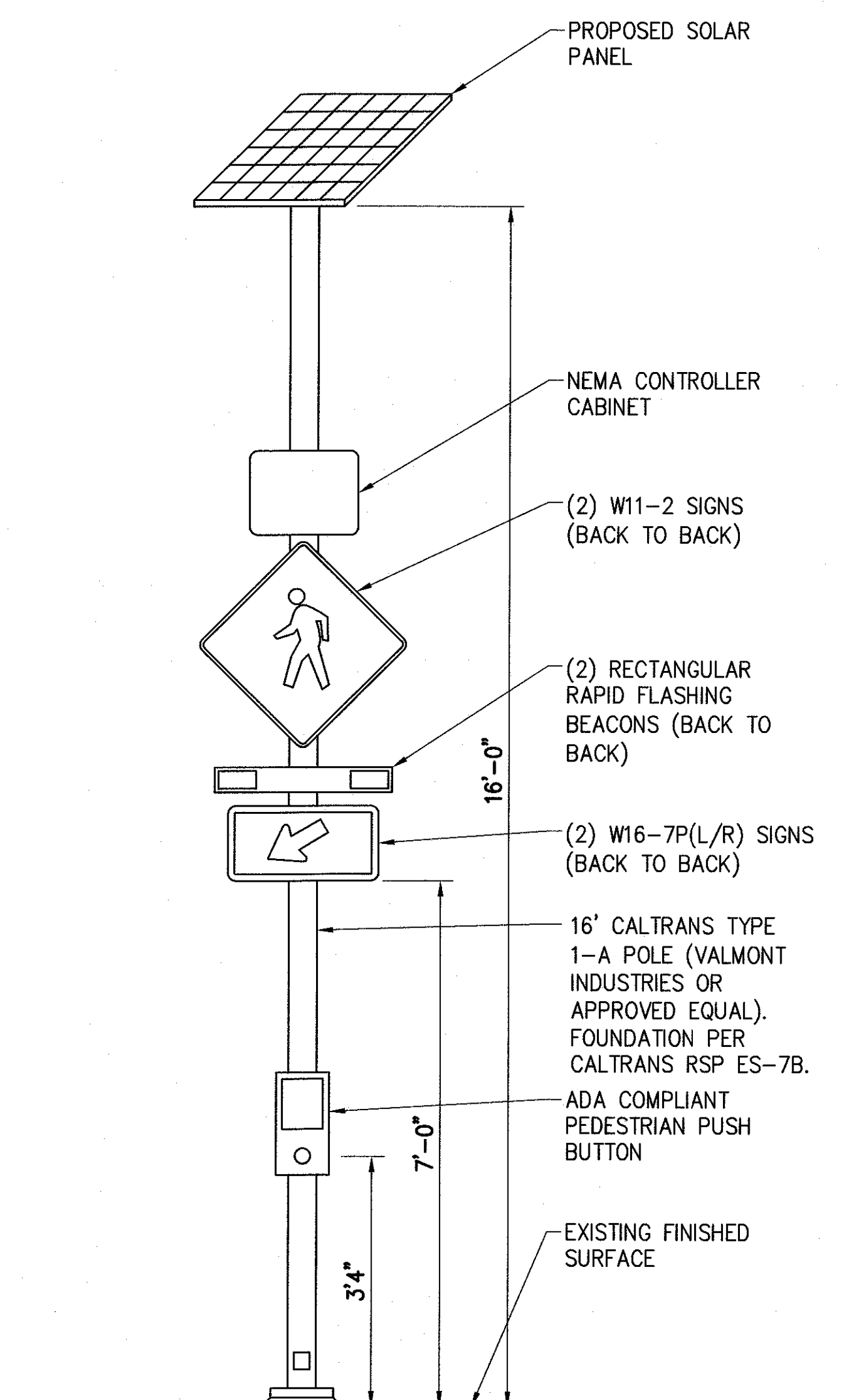
**PUSH BUTTON AND POLE** (3)

NTS



**RRFB, SOLAR POWERED** (2)

NTS



**RRFB & PUSH BUTTON, SOLAR POWERED** (1)

NTS

DETAILS

**CITY OF MANHATTAN BEACH**  
PUBLIC WORKS DEPARTMENT - ENGINEERING DIVISION

**HIGHLAND AVENUE BEACONS**

REVISIONS		
NO.	BY	DATE

REVIEWED BY: *[Signature]* DATE: 10/10/18  
CITY ENGINEER

APPROVED BY: *[Signature]* DATE: 10/9/18  
DIRECTOR OF PUBLIC WORKS

DESIGNED BY: MARY KINSLER  
DRAWN BY: GARY GARCIA

SCALE: 10'-5-18  
SHEET: 9 OF 9

**WHEELER & GRAY, INC.**  
CONSULTING ENGINEERS  
650 SIERRA MADRE VILLA, SUITE 300, PASADENA, CA 91107  
(626) 432-5850 FAX (626) 432-5858

REVIEWED BY: *[Signature]* DATE: *[Date]*

REFERENCES



# **CITY OF MANHATTAN BEACH**

## **BID DOCUMENTS**

**PROJECT NO. T-247**

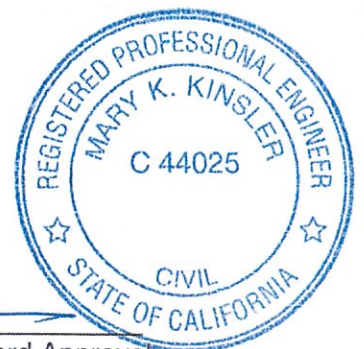
**PEDESTRIAN SAFETY IMPROVEMENTS ALONG  
HIGHLAND AVE (34<sup>th</sup>, 35<sup>th</sup>, 36<sup>th</sup> STREETS) AND  
MORNINGSIDE DR & MANHATTAN BEACH BLVD  
SPRING 2019**



**CITY OF MANHATTAN BEACH  
DEPARTMENT OF PUBLIC WORKS  
PROJECT MANAGER: LUIS H. OSUNA  
1400 HIGHLAND AVENUE  
MANHATTAN BEACH, CA 90266**

Prem Kumar, City Engineer C52463

Engineer/Architect of Record Approval



10.5.2018



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**NOTICE INVITING BIDS  
FOR**

**PEDESTRIAN SAFETY IMPROVEMENTS ALONG HIGHLAND AVENUE AT 34<sup>th</sup>, 35<sup>th</sup>, 36<sup>th</sup>  
STREETS AND ALONG MANHATTAN BEACH BOULEVARD AT MORNINGSIDE DRIVE  
PROJECT**

**Project number: T-247 Bid Number: 1188-19**

**NOTICE IS HEREBY GIVEN** that the City of Manhattan Beach, California ("City") invites sealed Bids for the Project. The City will receive such Bids at the City Clerk's office, City Hall, 1400 Highland Avenue, Manhattan Beach, California 90266 up to 11 a.m. on November 8, 2018 at which time they will be publicly opened and read aloud.

All Bids must be made on the form furnished by the City. Each Bid must be submitted in a sealed envelope addressed to the City Clerk with the Project name and identification number typed or clearly printed on the lower left corner of the envelope. Bids must remain valid and shall not be subject to withdrawal for 90 calendar Days after the Bid opening date.

**SCOPE OF WORK.** The Project includes, without limitation, furnishing all necessary labor, materials, equipment and other incidental and appurtenant Work necessary to satisfactorily complete the Project, as more specifically described in the Contract Documents. This Work will be performed in strict conformance with the Contract Documents, permits from regulatory agencies with jurisdiction, and applicable regulations. The quantity of Work to be performed and materials to be furnished are approximations only, being given as a basis for the comparison of Bids. Actual quantities of Work to be performed may vary at the discretion of the City Engineer. Time for completion of the Work is 90 total Working Days from the date specified in the Notice to Proceed.

**OBTAINING BID DOCUMENTS.** Bidders may obtain free copies of the Plans, Specifications and other Contract Documents online by visiting <https://www.bidsync.com>. Hard copies of the Contract Documents are not available at this time.

**REGISTRATION WITH THE DEPARTMENT OF INDUSTRIAL RELATIONS.** In accordance with Labor Code Sections 1725.5 and 1771.1, no contractor or subcontractor shall be qualified to bid on, be listed in a bid proposal, subject to the requirements of Section 4104 of the Public Contract Code, or engage in the performance of any contract for public work, unless currently registered and qualified to perform public work pursuant to Section 1725.5 [with limited exceptions for bid purposes only under Labor Code Section 1771.1(a)].

**PREVAILING WAGES.** In accordance with Labor Code Section 1770 *et seq.*, the Project is a "public work." The selected Bidder (Contractor) and any Subcontractors shall pay wages in accordance with the determination of the Director of the Department of Industrial Relations ("DIR") regarding the prevailing rate of per diem wages. Copies of those rates are on file with the Director of Public Works and are available to any interested party upon request. The Contractor shall post a copy of the DIR's determination of the prevailing rate of per diem wages at each job site. This Project is subject to compliance monitoring and enforcement by the DIR.

**BONDS.** Each Bid must be accompanied by a cash deposit, cashier's check, certified check or Bidder's Bond issued by a Surety insurer, made payable to the City and in an amount not less than ten percent of the total Bid submitted. Personal or company checks are not acceptable.



Upon Contract award, the Contractor shall provide faithful performance and payment Bonds, each in a sum equal to the Contract Price, as well as a warranty or maintenance Bond that is valid for one year from Project acceptance in the amount of ten percent of the Contract Price. All Bonds must be issued by a California admitted Surety insurer using the forms set forth in the Contract Documents, or in any other form approved by the City Attorney. Failure to enter into the Contract with the City, including the submission of all required Bonds and insurance coverages, within ten calendar days after the date of the mailing of written notice of contract award to the Bidder, shall subject the Bid security to forfeiture to the extent provided by law.

**LICENSES.** Each Bidder shall possess either of (a) a valid Class "A" Contractor's license (b) a valid Class "B" Contractor's license and combination of Class "C7", "C8", "C10", "C12", "C31", "C32" and "C45" as applicable (c) a valid Class "B" Contractor's license held by the prime and combination of Class "C8", "C10", "C12", "C31", "C32" and "C45" specialty licenses held by subcontractors as applicable (d) Any of the above stated "C" licenses held by the prime and combination of the remaining state "C" specialty licenses held by the subcontractors as applicable issued by the California State Contractors License Board necessary for the performance of all Work to be performed at the time of the Bid submission, unless this Project has any federal funding, in which case the successful Bidder must possess such a license at the time of Contract award. The successful Contractor must also possess a current City business license.

**RETENTION SUBSTITUTION.** Five percent of any progress payment will be withheld as retention. In accordance with Public Contract Code Section 22300 and at the request and expense of the Contractor, securities equivalent to the amount withheld may be deposited with the City or with a State or federally chartered bank as escrow agent, which shall then pay such moneys to the Contractor. Upon satisfactory completion of the Project, the securities shall be returned to the Contractor. Alternatively, the Contractor may request that the City make payments of earned retentions directly to an escrow agent at the Contractor's expense. No such substitutions shall be accepted until all related documents are approved by the City Attorney.

**BIDDING PROCESS.** The City reserves the right to reject any Bid or all Bids, and to waive any irregularities or informalities in any Bid or in the bidding, as deemed to be in its best interest.

By:   
Prem Kumar, City Engineer

10/4/18  
Date



## INSTRUCTIONS TO BIDDERS

**FORM OF BID.** Bids shall be made on the Bid forms found herein. Bidders shall include all forms and fill in all blank spaces, including inserting "N/A" (for not applicable) where necessary. The Bid shall be enclosed in a sealed envelope bearing the Bidder's name and the Project name and identification number as described in the Notice Inviting Bids.

Any Bid not accompanied by a Contractor's Statement completed with all information required and bearing the signature of the Bidder's duly authorized representative under penalty of perjury may be deemed non-responsive and rejected. If the City determines that any information provided by a Bidder in the Contractor's Statement is false or misleading, or is so incomplete as to be false or misleading, the City may reject the Bid submitted by such Bidder as being non-responsive.

**DELIVERY OF BIDS.** The Bid shall be delivered by the time and date and to the place specified in the Notice Inviting Bids. No oral, faxed, emailed, or telephonic Bids or alternatives will be considered. Bidders are solely responsible for ensuring that their Bids are received in proper time, and Bidders assume all risks arising out of their chosen means of delivery. Any Bid received after the Bid submission deadline shall be returned unopened. Bidders are invited to be present for Bid opening. Accepted Bids shall become the property of the City.

**AMENDED BIDS.** Unauthorized conditions, limitations or provisos attached to a Bid may cause the Bid to be deemed incomplete and non-responsive.

**WITHDRAWAL OF BID.** A Bid may be withdrawn without prejudice upon written request by the Bidder filed with the City Clerk before the Bid submission deadline. Bids must remain valid and shall not be subject to withdrawal for 90 Days after the Bid opening date.

**BIDDER'S SECURITY.** Each Bid shall be accompanied by cash, a certified or cashier's check payable to the City, or a satisfactory Bid Bond in favor of the City executed by the Bidder as principal and an admitted surety insurer as Surety, in an amount not less than ten percent of the amount set forth in the Bid. The cash, check or Bid Bond shall be given as a guarantee that, if selected, the Bidder will execute the Contract in conformity with the Contract Documents, and will provide the evidence of insurance and furnish the specified Bonds, within ten calendar days after the date of delivery of the Contract Documents to the Bidder. In case of the Bidder's refusal or failure to do so, the City may award the Contract to the next lowest responsible bidder, and the cash, check, or Bond (as applicable) of the lowest Bidder shall be forfeited to the City to the extent permitted by law. No Bid Bond will be accepted unless it conforms substantially to the form provided in these Contract Documents.

**QUANTITIES APPROXIMATE.** Any quantities shown in the Bid form or elsewhere herein shall be considered as approximations listed to serve as a general indication of the amount of Work or materials to be performed or furnished, and as basis for the Bid comparison. The City does not guarantee that the actual amounts required will correspond with those shown. As deemed necessary or convenient, the City may increase or decrease the amount of any item or portion of Work or material to be performed or furnished or omit any such item or portion, in accordance with the Contract Documents.

**ADDENDA.** The City Engineer may, from time to time, issue Addenda to the Contract Documents. The Addenda shall be posted to BidSync at <https://www.bidsync.com>. The City shall also post all documents to the City's website at <http://www.ci.manhattan-beach.ca.us> or



<https://www.citymb.info>. Bidders are responsible for ensuring that they have received any and all Addenda. It is the Bidder's responsibility to actively check BidSync and/or the City's website for Addenda or bulletin updates. Each Bidder is responsible for verifying that it has received all Addenda issued. Bidders must acknowledge receipt of all Addenda, if any, using the Addenda Acknowledgement Form included in these Bid Documents. Failure to acknowledge receipt of all Addenda may cause a Bid to be deemed incomplete and non-responsive.

**EMAIL ADDRESS.** Bidders shall supply the City Engineer with an email address to facilitate transmission of Addenda and other information related to these Contract Documents. Failure to provide such email address may result in late notification. The City does not guarantee that it will provide any information by email, U.S. Mail, or both. A Bidder shall be responsible for all Addenda regardless of whether Bidder received any such email or U.S. Mail, and a Bidder shall have no recourse due to not receiving such email, U.S. Mail, or both.

**DISCREPANCIES IN BIDS.** Each Bidder shall set forth as to each item of Work, in clearly legible words and figures, a unit or line item Bid amount for the item in the respective spaces provided for this purpose.

In case of discrepancy between the unit price and the extended amount set forth for the item, the unit price shall prevail. However, if the amount set forth as a unit price is ambiguous, unintelligible or uncertain for any cause, or is omitted, or if the unit price is the same amount as the entry in the "extended amount" column, then the amount set forth in the "extended amount" column for the item shall prevail in accordance with the following:

- (1) As to lump sum items, the amount set forth in the "extended amount" column shall be the unit price.
- (2) As to unit price items, the amount set forth in the "extended amount" column shall be divided by the estimated quantity for the item set forth in the Bid documents, and the price thus obtained shall be the unit price.

In case of discrepancy between words and figures, the words shall prevail.

**COMPETENCY OF BIDDERS.** In evaluating Bidder responsibility, consideration will be given not only to the financial standing, but also to the general competency of the Bidder for the performance of the Project. Each Bidder shall set forth in the designated area of the Bid form a statement of its experience. No Contract will be executed with a Bidder that is not licensed and registered with the DIR in accordance with State law, and with any applicable specific licensing requirements specified in these Contract Documents. These licensing and registration requirements for Contractors shall also apply to all Subcontractors.

**BIDDER'S EXAMINATION OF SITE AND CONTRACT DOCUMENTS.** The Bidder, at its sole cost and expense, is required to carefully examine the Contract Documents and the Project site to become fully acquainted with the conditions affecting the Work. The failure of a Bidder to receive or examine any of the Contract Documents or to inspect the site shall not relieve such Bidder from any obligation relating to the Bid, the Contract, or the Work required under the Contract Documents. The City assumes no responsibility or liability to any Bidder for, nor shall the City be bound by, any understandings, oral representations or oral agreements of the City's agents, employees or officers concerning the Contract Documents or the Work made prior to execution of the Contract. By submitting a Bid, Bidder represents: (1) that Bidder has read and understands the Contract Documents; (2) the Bid is made in compliance with the Contract



Documents and is based upon the labor, materials, equipment, and systems required by the Contract Documents; (3) that Bidder understands that all labor, materials, equipment, and systems to be furnished for the Work shall be furnished for the prices bid; (4) that it has visited the Project site, familiarized itself with the local conditions under which the Work is to be performed; (5) that it is fully experienced, qualified and competent to perform the Work set forth in the Contract Documents; (6) that it shall not damage or endanger and shall preserve and protect adjacent properties; (7) that it is properly equipped, organized, and financed to perform the Work; (8) that it is properly permitted and licensed by the California Contractors State Licensing Board to perform the Work; (9) that it has familiarized itself with all conditions bearing upon transportation, disposal, handling, and storage of materials; (10) that it has familiarized itself with the availability of labor, water, electric power, and roads; (11) that it has familiarized itself with uncertainties of weather, or similar physical conditions at the Project site; (12) that it has familiarized itself with the character of equipment and facilities needed preliminary to and during performance of the Work; (13) that it has familiarized itself with the staging and material storage constraints of the Project site and surrounding buildings and will confine its staging and storage operations to approved areas; and (14) that it will coordinate its construction activities with the other contractors performing work on the Project site, if any, including, but not limited to, any separate contractor retained by the City.

No information derived from an inspection of records or investigation will in any way relieve the Contractor from its obligations under the Contract Documents nor entitle the Contractor to any additional compensation. The Contractor shall not make any claim against the City based upon ignorance or misunderstanding of any condition of the Project site or of the requirements set forth in the Contract Documents. No claim for additional compensation will be allowed which is based on a lack of knowledge of the above items. Bidders assume all risks in connection with performance of the Work in accordance with the Contract Documents, regardless of actual conditions encountered, and waive and release the City with respect to any and all claims and liabilities in connection therewith, to the extent permitted by law.

The omission of any portion or item of Work from the Bid that is reasonably inferable from the Contract Documents is not a basis for adjustment of the Contract Price or the Contract Time.

**DISQUALIFICATION OF BIDDERS.** No Person shall be allowed to make, file or be interested in more than one Bid for the Project. A Person that has submitted a sub-bid to a Bidder, or that has quoted prices of materials to a Bidder, is not thereby disqualified from submitting a sub-proposal or quoting prices to other Bidders or from making a prime Bid. If there is a reason to believe that collusion exists among the Bidders, all affected Bids will be rejected.

**RETURN OF BID SECURITY.** The successful Bidder's Bid security shall be held until the Contract is executed. Bid security shall be returned to the unsuccessful Bidders within a reasonable time, which in any case shall not exceed 60 Days after the successful Bidder has signed the Contract.

**AWARD OF CONTRACT.** The City reserves the right to reject any or all Bids or any parts thereof or to waive any irregularities or informalities in any Bid or in the bidding. The Contract award, if made, will be to the lowest responsible, responsive Bidder and is anticipated to occur within 90 calendar Days after the Bid opening. The Contract award may be made after that period if the selected Bidder has not given the City written notice of the withdrawal of its Bid.

**TRENCHING.** If the Project involves the construction of a pipeline, sewer, sewage disposal system, boring and jacking pits, or similar trenches or open excavations, which are five feet deep



or more, then each Bidder must submit, as a Bid item, adequate sheeting, shoring, and bracing, or an equivalent method, for the protection of life or limb, which shall conform to applicable safety orders. This final submission must be accepted by the City in advance of excavation and must include a detailed plan showing the design of shoring, bracing, sloping, or other provisions to be made for worker protection from caving ground during the excavation Work. If such plan varies from the shoring system standards, the plan shall be prepared by a registered civil or structural engineer.

**LISTING SUBCONTRACTORS.** Each Bidder shall submit a list of the proposed Subcontractors on the Project, as required by the Subletting and Subcontracting Fair Practices Act (Public Contract Code Section 4100, *et seq.*). The Contractor shall self-perform not less than 20% of the Work, as determined by the percentage of Work to be performed by listed Subcontractors.

**WORK OF SUBCONTRACTORS.** All Bidders are encouraged to disseminate all of the Specifications, Drawings, and other Contract Documents to all persons or entities submitting sub-bids to the Bidder.

**INELIGIBLE SUBCONTRACTORS.** The successful Bidder is prohibited from performing Work on the Project with any Subcontractor who is ineligible to perform work on a public works project pursuant to Sections 1777.1 or 1777.7 of the California Labor Code. By submitting a Bid, each Bidder certifies that it has investigated the eligibility of each and every listed Subcontractor and has determined that none is ineligible to perform Work pursuant to the Labor Code.

**EXECUTION OF CONTRACT.** The selected Bidder shall execute the Contract in the form included in these Contract Documents within ten calendar days from the date of delivery of the Contract Documents to the Bidder. Additionally, the selected Bidder shall also secure all insurance and Bonds as herein specified, and provide copies to the City, within ten calendar days from the date of delivery of the Contract Documents to the Bidder. Failure or refusal to execute the Contract or to conform to any of the stipulated requirements shall be just cause for the annulment of the award and forfeiture of the Bidder's security. In such event, the City may declare the Bidder's security forfeited to the extent permitted by law, and the City may award the Contract to the next lowest responsible Bidder or may reject all bids.

**SIGNATURES.** The Bidder shall execute all documents requiring signatures, and shall cause to be notarized all documents that indicate such a requirement. The Bidder shall provide evidence satisfactory to the City, such as an authenticated resolution of its board of directors or a power of attorney, indicating the capacity of the person(s) signing the Bid to bind the Bidder to the Bid and any Contract arising therefrom.

**INSURANCE AND BONDS.** The Contractor shall not begin Work until it has given the City evidence of all required insurance coverage (including all additional insured endorsements), a Bond guaranteeing the Contractor's faithful performance of the Contract, and a Bond securing the payment of claims for labor and materials.

**TELEPHONES.** Bidders are hereby notified that the City will not provide telephones for their use at the time of Bid submission.

**INTERPRETATION OF CONTRACT DOCUMENTS.** Any Bidder that is in doubt as to the intended meaning of any part of the Contract Documents, or that finds discrepancies in or omissions from the Contract Documents, may submit to the City Engineer a written request for an interpretation or correction not later than five Working Days before the Bid submission deadline.



Requests for clarification received after this date will be disregarded. Please indicate the Project and identification number in the request for clarification. Telephonic requests will not be taken. Any interpretation or correction of the Contract Documents will be made only by a written Addendum. No oral interpretation of any provision in the Contract Documents shall be binding.

**TRADE NAMES OR EQUALS.** Requests to substitute an equivalent item for a brand or trade name item must be made by written request submitted no later than 14 calendar days before the Bid submission deadline. Requests received after this time shall not be considered. Requests shall clearly describe the product for which approval is requested, including all data necessary to demonstrate acceptability.

**TAXES.** Except as may be otherwise specifically provided herein, all sales and/or use taxes assessed by federal, State or local authorities on materials used or furnished by the Contractor in performing the Work shall be paid by the Contractor. The Bidder shall calculate payment for all sales, unemployment, pension and other taxes imposed by federal, State, and local law and shall include these payments in computing the Bid.



## **CHECKLIST FOR BIDDERS**

The following information is required of all Bidders at the time of Bid submission:

- \_\_\_\_\_ Completed and Signed Bid Schedule, including cover sheet (page B-1)
- \_\_\_\_\_ Completed and Signed Contractor's Statement
- \_\_\_\_\_ Completed References Form
- \_\_\_\_\_ Completed Subcontractor Designation Form
- \_\_\_\_\_ Completed, Signed and Notarized Bid Bond or Other Security Form
- \_\_\_\_\_ Signed and Notarized Noncollusion Declaration Form
- \_\_\_\_\_ Completed and Signed Addenda Acknowledgement Form
- \_\_\_\_\_ Evidence satisfactory to the City indicating the capacity of the person(s) signing the Bid to bind the Bidder

Failure of the Bidder to provide all required information in a complete and accurate manner may cause the Bid to be considered non-responsive.



**BID**

**CITY OF MANHATTAN BEACH**

**PEDESTRIAN SAFETY IMPROVEMENTS ALONG HIGHLAND AVE (34<sup>th</sup>, 35<sup>th</sup>, 36<sup>th</sup>  
STREETS) AND MORNINGSIDE DR & MANHATTAN BEACH BLVD PROJECT**

TO THE HONORABLE MAYOR AND CITY COUNCIL OF THE CITY OF MANHATTAN BEACH:

The undersigned, as Bidder, declares that: (1) this Bid is made without collusion with any other person and that the only persons or parties interested as principals are those named herein; (2) the undersigned has carefully examined the Contract Documents (including all Addenda) and the Project site; and (3) the undersigned has investigated and is satisfied as to the conditions to be encountered, the character, quality and quantities of Work to be performed, and the materials to be furnished. Furthermore, the undersigned agrees that submission of this Bid shall be conclusive evidence that such examination and investigation have been made and agrees, in the event the Contract be awarded to it, to execute the Contract with the City of Manhattan Beach to perform the Project in accordance with the Contract Documents in the time and manner therein prescribed, and to furnish or provide all materials, labor, tools, equipment, apparatus and other means necessary so to do, except as may otherwise be furnished or provided under the terms of the Contract Documents, for the following stated unit prices or lump-sum price as submitted on the Bid herein.

This Bid is made with the full knowledge of the kind, quantity, and quality of the materials and Work required and, if it is accepted by the City, the Bidder shall enter into a Contract and furnish the bonds, insurance, and other documents as required by the Contract Documents within ten calendar days after award of the Contract. The Bidder agrees that failure to execute and return the Contract or the required faithful performance bond, labor and materials payment bond, warranty bond, and insurance certificates to the City within the ten calendar day period shall be sufficient cause for the rescission of the award and forfeiture of the Bid Security to the City to the extent permitted by law.

Accompanying this Bid is cash, a cashier's check, a certified check or a Bid Bond in an amount equal to at least ten percent of the total aggregate Bid price based on the quantities shown and the unit prices quoted. The undersigned further agrees that, should it be awarded the Contract and thereafter fail or refuse to execute the Contract and provide the required evidence of insurance and Bonds within ten calendar days after delivery of the Contract to the undersigned, then the cash, check or Bid Bond shall be forfeited to the City to the extent permitted by law.



**CITY OF MANHATTAN BEACH**

**BID SCHEDULE FOR**

**PEDESTRIAN SAFETY IMPROVEMENTS ALONG HIGHLAND AVE (34<sup>th</sup>, 35<sup>th</sup>, 36<sup>th</sup>  
STREETS) AND MORNINGSIDE DR & MANHATTAN BEACH BLVD PROJECT**

Bidder's Name: \_\_\_\_\_

Bidder's Address: \_\_\_\_\_

To the Honorable Mayor and Members of the City Council:

In compliance with the Notice Inviting Bids, the undersigned hereby agrees to execute the Contract to furnish all labor, materials, equipment and supplies for the Project in accordance with the Contract Documents to the satisfaction and under the direction of the City Engineer, at the following prices:

Bid Items as Follows:

**BID SCHEDULE "A" (HIGHLAND AVENUE & 34<sup>TH</sup>, 35<sup>TH</sup> AND 36<sup>TH</sup> STREETS)**

ITEM NO.	CODE	DESCRIPTION	UNIT	ESTIMATED QUANTITY	UNIT PRICES	EXTENDED AMOUNT
1	F,S	CONSTRUCT IN-ROAD WARNING LIGHTS (COMPLETE)	EA	30	\$	\$
2	F,S	CONSTRUCT RRFB AND POST WITH PUSH BUTTON, SOLAR POWERED (COMPLETE)	EA	6	\$	\$
3	F,S	CONSTRUCT RRFB AND POST, SOLAR POWERED (COMPLETE)	EA	Not applicable	Not applicable	Not applicable
4		CONSTRUCT PUSH BUTTON AND POST	EA	Not applicable	Not applicable	Not applicable
5		CONSTRUCT 1" PVC CONDUIT UNDER (E) CURB & GUTTER	EA	6	\$	\$



ITEM NO.	CODE	DESCRIPTION	UNIT	ESTIMATED QUANTITY	UNIT PRICES	EXTENDED AMOUNT
6		CONSTRUCT WIRING THROUGH GUTTER EDGE	LF	45	\$	\$
7		CONSTRUCT ACCESSIBLE CURB RAMP	EA	1	\$	\$
8		CONSTRUCT 4" THICK CONCRETE SIDEWALK	SF	10	\$	\$
9		CONSTRUCT 1" PVC CONDUIT AND WIRING	EA	Not applicable	Not applicable	Not applicable
10		REMOVE & SALVAGE (E) SIGN AND/OR POLE	EA	22	\$	\$
11	F	MOBILIZATION	LS	Complete *	\$	\$
12	F	EROSION CONTROL	LS	Complete *	\$	\$
13	F	CONSTRUCTION AREA TRAFFIC CONTROL	LS	Complete *	\$	\$
14	F, S	CONSTRUCTION STAKING AND MONUMENTS RESTORATION INCLUDING FURNISH RECORD OF SURVEY COPY FILED WITH COUNTY	LS	Complete *	\$	\$
		SCHEDULE "A" TOTAL BID ITEMS AMOUNT:				\$ _____

\* Refer to section 9-2.1 "Progress Payments for Lump Sum Items of Work"



**BID SCHEDULE "B" (MANHATTAN BEACH BOULEVARD & MORNINGSIDE DRIVE)**

ITEM NO.	CODE	DESCRIPTION	UNIT	ESTIMATED QUANTITY	UNIT PRICES	EXTENDED AMOUNT
1	F,S	CONSTRUCT IN-ROAD WARNING LIGHTS (COMPLETE)	EA	26	\$	\$
2	F,S	CONSTRUCT RRFB AND POST WITH PUSH BUTTON, SOLAR POWERED (COMPLETE)	EA	Not applicable	Not applicable	Not applicable
3	F,S	CONSTRUCT RRFB AND POST, SOLAR POWERED (COMPLETE)	EA	4	\$	\$
4		CONSTRUCT PUSH BUTTON AND POST	EA	4	\$	\$
5		CONSTRUCT 1" PVC CONDUIT UNDER (E) CURB & GUTTER	EA	4	\$	\$
6		CONSTRUCT WIRING THROUGH GUTTER EDGE	LF	40	\$	\$
7		CONSTRUCT ACCESSIBLE CURB RAMP	EA	Not applicable	Not applicable	Not applicable
8		CONSTRUCT 4" THICK CONCRETE SIDEWALK	SF	Not applicable	Not applicable	Not applicable
9		CONSTRUCT 1" PVC CONDUIT AND WIRING	EA	4	\$	\$
10		REMOVE & SALVAGE (E) SIGN AND/OR POLE	EA	Not applicable	Not applicable	Not applicable



ITEM NO.	CODE	DESCRIPTION	UNIT	ESTIMATED QUANTITY	UNIT PRICES	EXTENDED AMOUNT
11	F	MOBILIZATION	LS	Complete *	\$	\$
12	F	EROSION CONTROL	LS	Complete *	\$	\$
13	F	CONSTRUCTION AREA TRAFFIC CONTROL	LS	Complete *	\$	\$
14	F, S	CONSTRUCTION STAKING AND MONUMENTS RESTORATION INCLUDING FURNISH RECORD OF SURVEY COPY FILED WITH COUNTY	LS	Complete *	\$	\$
		SCHEDULE "B" TOTAL BID ITEMS AMOUNT:				\$_____

\* Refer to section 9-2.1 "Progress Payments for Lump Sum Items of Work"

**NOTE:** Estimated quantities are for the purpose of Bid comparison only; payments will be made on the basis of actual measurement of Work completed, except for lump sum (LS) and final pay (F) quantities. (S) denotes a specialty item. (F) and (S) will be specified in the "Code" Column. The Bid Price shall include, but not limited to, sales tax and all other applicable taxes and fees. See also Section 9-2 of the General Provisions.

**NOTE:** Items may be adjusted or deleted. Therefore, regardless of total actual volume (percentage) compared to estimated quantities, the unit prices provided above by the Bidder shall be applied to the final quantity when payment is calculated for these items. No adjustment in the unit prices will be allowed. The City reserves the right to not use any of the estimated quantities; and if this right is exercised, the Contractor will not be entitled to any additional compensation. Cost of all export of material shall be included in the above unit costs; no additional compensation will be granted for such expenses.

Total Bid Price = Bid Schedule "A" + Bid Schedule "B"

**TOTAL BID PRICE IN DIGITS:** \$\_\_\_\_\_

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



The undersigned certifies to have a minimum of three consecutive years of current experience in the type of Work related to the Project and that this experience is in actual operation of the firm with permanent employees performing a part of the Work as distinct from a firm operating entirely by subcontracting all phases of the Work. The undersigned also certifies to be properly licensed by the State as a contractor to perform this type of Work. The undersigned possesses California Contractor's License

Number \_\_\_\_\_, Class \_\_\_\_\_, which expires on \_\_\_\_\_.

Signature: \_\_\_\_\_ Title: \_\_\_\_\_ Date: \_\_\_\_\_

Signature: \_\_\_\_\_ Title: \_\_\_\_\_ Date: \_\_\_\_\_



## BIDDER'S PROPOSAL – CONTRACTOR'S STATEMENT

### PEDESTRIAN SAFETY IMPROVEMENTS ALONG HIGHLAND AVE (34<sup>th</sup>, 35<sup>th</sup>, 36<sup>th</sup> STREETS) AND MORNINGSIDE DR & MANHATTAN BEACH BLVD PROJECT

Fill out all of the following information. Attach additional sheets if necessary.

- (1) Bidder's Name: \_\_\_\_\_
- (2) If the Bidder's name is a fictitious name, who or what is the full name of the registered owner? If the Bidder's name is not a fictitious name, write "N/A" in the response to this question. If you are doing business under a fictitious name, provide a copy of the filed valid Fictitious Business Name Statement.  
\_\_\_\_\_
- (3) Business Address: \_\_\_\_\_
- (4) Telephone: \_\_\_\_\_ Email: \_\_\_\_\_
- (5) Type of Firm – Individual, Partnership, LLC or Corporation: \_\_\_\_\_
- (6) Corporation organized under the laws of the State of: \_\_\_\_\_
- (7) California State Contractor's License Number and Class: \_\_\_\_\_  
Original Date Issued: \_\_\_\_\_ Expiration Date: \_\_\_\_\_
- (8) DIR Contractor Registration Number: \_\_\_\_\_
- (9) List the name and title of the person(s) who inspected the Project site for your firm:  
\_\_\_\_\_
- (10) Number of years experience the company has as a contractor in construction work: \_\_\_\_\_
- (11) List the names, titles, addresses and telephone numbers of all individuals, firm members, partners, joint venturers, and company or corporate officers having a principal interest in this Bid:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
- (12) List all current and prior D.B.A.'s, aliases, and fictitious business names for any principal having interest in this Bid:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



- (13) List the dates of any voluntary or involuntary bankruptcy judgments against any principal having an interest in this Bid:

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- (14) For all arbitrations, lawsuits, settlements and the like (in or out of court) that the company or any principal having an interest in this Bid has been involved with in the past five years:

- a. List the names, addresses and telephone numbers of contact persons for the parties:

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- b. Briefly summarize the parties' claims and defenses:

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- c. State the tribunal (e.g., Superior Court, American Arbitration Association, etc.), the matter number, and the outcome:

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- (15) Has the company or any principal having an interest in this Bid ever had a contract terminated by the owner or agency? If yes, explain.

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- (16) Has the company or any principal having an interest in this Bid ever failed to complete a project? If yes, explain.

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- (17) Has the company or any principal having an interest in this Bid ever been terminated for cause, even if it was converted to a "termination of convenience"? If yes, explain.

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- (18) For projects that the company or any principal having an interest in this Bid has been involved with in the last five years, did you have any claims or actions:

- a. By you against the owner? Circle one: Yes No
- b. By the owner against you? Circle one: Yes No
- c. By any outside agency or individual for labor compliance?  
Circle one: Yes No
- d. By Subcontractors? Circle one: Yes No
- e. Are any of these claims or actions unresolved or outstanding?  
Circle one: Yes No

If your answer is "yes" to any part or parts of this question, explain.

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- (19) Has the company or any of its principals ever been debarred by any agencies? Is yes, please explain.

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(21) For all public agency projects in excess of \$15,000.00 that you are currently working on or have worked on in the past two years, provide the following information:

**Project 1** Name/Number \_\_\_\_\_

Project Description \_\_\_\_\_

Approximate Construction Dates From: \_\_\_\_\_ To: \_\_\_\_\_

Agency Name: \_\_\_\_\_

Contact Person: \_\_\_\_\_ Telephone: \_\_\_\_\_

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

Original Contract Amount: \$\_\_\_\_\_ Final Contract Amount: \$\_\_\_\_\_

If final amount is different from original amount, please explain (change orders, extra work, etc.).

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

Did you or any Subcontractor, file any claims against the Agency?

Circle one: Yes No

Did the Agency file any claims against you? Circle one: Yes No

If you answered yes to either of the above two questions, please explain and indicate outcome of claims.

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

**Project 2** Name/Number \_\_\_\_\_

Project Description \_\_\_\_\_

Approximate Construction Date From: \_\_\_\_\_ To: \_\_\_\_\_

Agency Name: \_\_\_\_\_

Contact Person: \_\_\_\_\_ Telephone: \_\_\_\_\_

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

Original Contract Amount: \$\_\_\_\_\_ Final Contract Amount: \$\_\_\_\_\_

If final amount is different from original amount, please explain (change orders, extra work, etc.).

\_\_\_\_\_



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Did you or any Subcontractor, file any claims against the Agency?

Circle one: Yes      No

Did the Agency file any claims against you? Circle one: Yes      No

If you answered yes to either of the above two questions, please explain and indicate outcome of claims.

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**Project 3** Name/Number \_\_\_\_\_

Project Description \_\_\_\_\_

Approximate Construction Dates      From: \_\_\_\_\_ To: \_\_\_\_\_

Agency Name: \_\_\_\_\_

Contact Person: \_\_\_\_\_ Telephone: \_\_\_\_\_

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

Original Contract Amount: \$\_\_\_\_\_ Final Contract Amount: \$\_\_\_\_\_

If final amount is different from original amount, please explain (change orders, extra work, etc.).

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Did you or any Subcontractor, file any claims against the Agency?

Circle one: Yes      No

Did the Agency file any claims against you? Circle one: Yes      No

If you answered yes to either of the above two questions, please explain and indicate outcome of claims.

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**Project 4** Name/Number \_\_\_\_\_

Project Description \_\_\_\_\_

Approximate Construction Dates      From: \_\_\_\_\_ To: \_\_\_\_\_



Agency Name: \_\_\_\_\_

Contact Person: \_\_\_\_\_ Telephone: \_\_\_\_\_

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

Original Contract Amount: \$\_\_\_\_\_ Final Contract Amount: \$\_\_\_\_\_

If final amount is different from original amount, please explain (change orders, extra work, etc.).

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

Did you or any Subcontractor, file any claims against the Agency?

Circle one: Yes      No

Did the Agency file any claims against you? Circle one: Yes      No

If you answered yes to either of the above two questions, please explain and indicate outcome of claims.

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

**Project 5** Name/Number \_\_\_\_\_

Project Description \_\_\_\_\_

Approximate Construction Dates      From: \_\_\_\_\_ To: \_\_\_\_\_

Agency Name: \_\_\_\_\_

Contact Person: \_\_\_\_\_ Telephone: \_\_\_\_\_

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

Original Contract Amount: \$\_\_\_\_\_ Final Contract Amount: \$\_\_\_\_\_

If final amount is different from original amount, please explain (change orders, extra work, etc.).

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

Did you or any Subcontractor, file any claims against the Agency?

Circle one: Yes      No

Did the Agency file any claims against you? Circle one: Yes      No

If you answered yes to either of the above two questions, please explain and indicate outcome of claims.

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**Project 6 Name/Number** \_\_\_\_\_

Project Description \_\_\_\_\_

Approximate Construction Dates                      From: \_\_\_\_\_ To: \_\_\_\_\_

Agency Name: \_\_\_\_\_

Contact Person: \_\_\_\_\_ Telephone: \_\_\_\_\_

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

Original Contract Amount: \$\_\_\_\_\_ Final Contract Amount: \$\_\_\_\_\_

If final amount is different from original amount, please explain (change orders, extra work, etc.).

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Did you or any Subcontractor, file any claims against the Agency?

Circle one: Yes              No

Did the Agency file any claims against you? Circle one: Yes              No

If you answered yes to either of the above two questions, please explain and indicate outcome of claims.

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[Continue to Next Page]



Upon request of the City, the Bidder shall furnish evidence showing a notarized financial statement, financial data, construction experience, or other additional information.

Failure to provide truthful answers to the questions above or in the following References Form may result in the Bid being deemed non-responsive.

Urban Runoff Certification. The Bidder certifies to the City that he/she has trained his/her employees and Subcontractors, if any, for Urban Runoff management and has included sufficient sums in the Bid Price to cover such costs of training as stipulated in the most current Regional Water Quality Control Board requirements, including the Municipal Separate Storm Sewer System NPDES Permit. The Contractor is responsible for all clean up and payment of all fines levied as a result of any illegal discharge (as defined in NPDES permit) occurring as a result of the Contractor's Work and/or operations.

I, the undersigned, certify and declare that I have read all the foregoing answers to the Bidder's Proposal – Contractor's Statement and know their contents. The matters stated in the Bidder's Proposal – Contractor's Statement answers are true of my own knowledge and belief, except as to those matters stated on information and belief, and as to those matters I believe them to be true. I declare under penalty of perjury under the laws of the State of California that the foregoing is correct.

Company

Signature: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

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

Signature: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

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

**DESIGNATION OF SUBCONTRACTORS**  
**[Public Contract Code Section 4104]**

**PEDESTRIAN SAFETY IMPROVEMENTS ALONG HIGHLAND AVE (34<sup>th</sup>, 35<sup>th</sup>, 36<sup>th</sup> STREETS) AND MORNINGSIDE DR &  
MANHATTAN BEACH BLVD PROJECT**

List all Subcontractors who will perform Work or labor or render service to the Contractor in or about the construction of the Work or improvement, or a Subcontractor licensed by the State of California who, under subcontract to the Contractor, specially fabricates and installs a portion of the Work or improvement according to detailed drawings contained in the Plans and Specifications, in an amount in excess of one-half percent of the Contractor's total Bid or, in the case of bids or offers for the construction of streets or highways, including bridges, in excess of one-half percent of the Contractor's total Bid or \$10,000.00, whichever is greater. If all Subcontractors do not fit on this page, attach another page listing all information for all other Subcontractors.

Name under which Subcontractor is Licensed and Registered	CSLB License Number(s) and Class(es)	DIR Contractor Registration Number	Address and Phone Number	Type of Work (e.g., Electrical)	Percentage of Total Bid (e.g., 10%)*

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\*The percentage of the total Bid shall represent the "portion of the work" for the purposes of Public Contract Code Section 4104(b).



Bond No. \_\_\_\_\_

**BID BOND**

**PEDESTRIAN SAFETY IMPROVEMENTS ALONG HIGHLAND AVE (34<sup>th</sup>, 35<sup>th</sup>, 36<sup>th</sup>  
STREETS) AND MORNINGSIDE DR & MANHATTAN BEACH BLVD PROJECT**

KNOW ALL PERSONS BY THESE PRESENTS that:

WHEREAS the City of Manhattan Beach ("Public Agency"), has issued an invitation for Bids for the Work described as follows: \_\_\_\_\_

WHEREAS \_\_\_\_\_  
(Name and address of Bidder)

("Principal"), desires to submit a Bid to Public Agency for the Work.

WHEREAS, Bidders are required to furnish a form of Bidder's security with their Bids.

NOW, THEREFORE, we, the undersigned Principal, and \_\_\_\_\_

\_\_\_\_\_  
(Name and address of Surety)

("Surety"), a duly admitted surety insurer under the laws of the State of California, as Surety, are held and firmly bound unto the Public Agency in the penal sum of \_\_\_\_\_ Dollars (\$\_\_\_\_\_), being not less than ten percent of the total Bid price, in lawful money of the United States of America, for the payment of which sum well and truly to be made, we bind ourselves, our heirs, executors, administrators, successors, and assigns, jointly and severally, firmly by these presents.

THE CONDITION OF THIS OBLIGATION IS SUCH THAT, if the hereby bounded Principal is awarded the Contract for the Work by the Public Agency and, within the time and in the manner required by the bidding specifications, enters into the written form of Contract included with the bidding specifications, furnishes the required Bonds (one to guarantee faithful performance and the other to guarantee payment for labor and materials), and furnishes the required insurance coverage, then this obligation shall become null and void; otherwise, it shall be and remain in full force and effect.

In case suit is brought upon this instrument, Surety further agrees to pay all court costs incurred by the Public Agency in the suit and reasonable attorneys' fees in an amount fixed by the court. Surety hereby waives the provisions of Civil Code Section 2845.

IN WITNESS WHEREOF, this instrument has been duly executed by Principal and Surety, on the date set forth below, the name of each corporate party being hereto affixed and these presents duly signed by its undersigned representative(s) pursuant to authority of its governing body.

Dated: \_\_\_\_\_

“Principal”

Name: \_\_\_\_\_

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

Telephone No.: \_\_\_\_\_

Signature:

\_\_\_\_\_

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

Title: \_\_\_\_\_

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

Signature:

\_\_\_\_\_

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

Title: \_\_\_\_\_

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

“Surety”

Company Name: \_\_\_\_\_

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

Telephone No.: \_\_\_\_\_

Signature:

\_\_\_\_\_

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

Title: \_\_\_\_\_

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

**NOTE:** *This Bond must be dated, all signatures must be notarized, and evidence of the authority of any person signing as attorney-in-fact must be attached.*



**NONCOLLUSION DECLARATION FORM  
TO BE EXECUTED BY BIDDER AND SUBMITTED WITH BID  
[Public Contract Code Section 7106]**

**PEDESTRIAN SAFETY IMPROVEMENTS ALONG HIGHLAND AVE (34<sup>th</sup>, 35<sup>th</sup>, 36<sup>th</sup>  
STREETS) AND MORNINGSIDE DR & MANHATTAN BEACH BLVD PROJECT**

The undersigned declares:

I am the \_\_\_\_\_ of \_\_\_\_\_, the party making the foregoing Bid.

The Bid is not made in the interest of, or on behalf of, any undisclosed person, partnership, company, association, organization, or corporation. The Bid is genuine and not collusive or sham. The Bidder has not directly or indirectly induced or solicited any other Bidder to put in a false or sham Bid. The Bidder has not directly or indirectly colluded, conspired, connived, or agreed with any Bidder or anyone else to put in a sham Bid, or to refrain from bidding. The Bidder has not in any manner, directly or indirectly, sought by agreement, communication, or conference with anyone to fix the Bid price of the Bidder or any other Bidder, or to fix any overhead, profit, or cost element of the Bid price, or of that of any other Bidder. All statements contained in the Bid are true. The Bidder has not, directly or indirectly, submitted his or her Bid price or any breakdown thereof, or the contents thereof, or divulged information or data relative thereto, to any corporation, partnership, company, association, organization, Bid depository, or to any member or agent thereof, to effectuate a collusive or sham Bid, and has not paid, and will not pay, any Person or entity for such purpose.

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

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

Signature: \_\_\_\_\_

Signature: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Printed Name: \_\_\_\_\_

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

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

**This form must be notarized.**

## ADDENDA ACKNOWLEDGMENT FORM

### PEDESTRIAN SAFETY IMPROVEMENTS ALONG HIGHLAND AVE (34<sup>th</sup>, 35<sup>th</sup>, 36<sup>th</sup> STREETS) AND MORNINGSIDE DR & MANHATTAN BEACH BLVD PROJECT

Bidder's Name: \_\_\_\_\_

The Bidder shall signify receipt of all Addenda here, if any:

Addendum Number	Date Received	Signature

If there are more Addenda than there is room in the chart above, attach another page acknowledging receipt of the Addenda.



## CONTRACT

### CITY OF MANHATTAN BEACH CONTRACT FOR PEDESTRIAN SAFETY IMPROVEMENTS ALONG HIGHLAND AVE (34<sup>th</sup>, 35<sup>th</sup>, 36<sup>th</sup> STREETS) AND MORNINGSIDE DR & MANHATTAN BEACH BLVD PROJECT

THIS CONTRACT ("Contract") is made and entered this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ ("Effective Date"), by and between the CITY OF MANHATTAN BEACH, a California municipal corporation ("City") and \_\_\_\_\_, a \_\_\_\_\_ [Legal Form of Entity and state of formation, e.g., California corporation, limited partnership, limited liability company] ("Contractor"). The Contractor's California State Contractor's license number is \_\_\_\_\_.

In consideration of the mutual covenants hereinafter set forth, the parties hereto agree as follows:

1. Contract Documents. The Contract Documents consist of this Contract, the Notice Inviting Bids, Instructions to Bidders, Bid (including documentation accompanying the Bid and any post-Bid documentation submitted before the Notice of Award), the Bonds, permits from regulatory agencies with jurisdiction, General Provisions, Special Provisions, Plans, Standard Plans, Standard Specifications, Reference Specifications, Addenda, Change Orders, and Supplemental Agreements. The Contract Documents are attached hereto and incorporated herein by reference.

2. Scope of Services. The Contractor shall perform and provide all materials, tools, equipment, labor, and services necessary to complete the Work in a good and workmanlike manner for the project identified as Pedestrian Safety Improvements along Highland Ave (34<sup>th</sup>, 35<sup>th</sup>, 36<sup>th</sup> Streets) and Morningside Dr & Manhattan Beach Blvd Project ("Project"), as described in the Contract Documents.

3. Compensation.

3.1 Contract Price and Basis for Payment. In consideration for the Contractor's full, complete, and timely performance of the Work required by the Contract Documents, the City shall pay the Contractor for the actual quantity of Work required under the Bid Items awarded by the City performed in accordance with the lump sum prices and unit prices for Bid Items, set forth in the Bidder's Proposal submitted with the Bid. The sum of the unit prices and lump sum prices for the Bid Items, awarded by the City is \$\_\_\_\_\_ ("Contract Price"). It is understood and agreed that the quantities set forth in the Bidder's Proposal for which unit prices are fixed are estimates only and that the City will pay and the Contractor will accept, as full payment for these items of work, the unit prices set forth in the Bidder's Proposal multiplied by the actual number of units performed, constructed, or completed as directed by the Engineer.

3.2 Payment Procedures. Based upon applications for payment submitted by the Contractor to the City, the City shall make payments to the Contractor in accordance with Section 9 of the Standard Specifications, as modified by Section 9 of the General Provisions.

4. Contract Time.

4.1 Initial Notice to Proceed. The City shall issue the "Notice to Proceed to Fulfill Preconstruction Requirements and Order Materials." The date specified in the Notice to Proceed to Fulfill Preconstruction Requirements and Order Materials constitutes the date of

commencement of the Contract Time of 20 Working Days. The Contract Time includes the time necessary to fulfill preconstruction requirements, place the order for materials, and to complete construction of the Project (except as adjusted by subsequent Change Orders).

The Notice to Proceed to Fulfill Preconstruction Requirements and Order Materials shall further specify that the Contractor must complete the preconstruction requirements and order materials within 10 Working Days after the date of commencement of the Contract Time; this duration is part of the Contract Time.

Preconstruction requirements include, but are not limited to, the following:

- Submitting and obtaining approval of Traffic Control Plans
- Submitting and obtaining approval of the Stormwater Pollution Prevention Plan (SWPPP)/Water Pollution Control Plan (WPCP)
- Submitting and obtaining approval of critical required submittals
- Installation of the approved Project Identification Signs
- Obtaining an approved no fee Encroachment Permit
- Obtaining a Temporary Use Permit for a construction yard
- Notifying all agencies, utilities, residents, etc., as outlined in the Contract Documents

4.2 Notice to Proceed with Construction. After all preconstruction requirements are met and materials have been ordered in accordance with the Notice to Proceed to Fulfill Preconstruction Requirements and Order Materials, the City shall issue the "Notice to Proceed with Construction," at which time the Contractor shall diligently prosecute the Work, including corrective items of Work, day to day thereafter, within the remaining Contract Time.

5. Liquidated Damages for Delay and Control of Work.

5.1 Liquidated Damages. The Contractor and the City have agreed to liquidate damages pursuant to Section 6-9 of the General Provisions.

6. Early Completion.

Not applicable.

7. Work after Stop Work Notice. Any work completed by the Contractor after the issuance of a Stop Work Notice by the City shall be rejected and/or removed and replaced as specified in the applicable Section of the Special Provisions.

8. Antitrust Claims. In entering into this Contract, the Contractor offers and agrees to assign to the City all rights, title, and interest in and to all causes of action it may have under Section 4 of the Clayton Act (15 U.S.C. Sec. § 15) or under the Cartwright Act (Business and Professions Code Section 16700 *et seq.*) arising from purchases of goods, services, or materials pursuant to the Contract. This assignment shall be made and become effective at the time the City tenders final payment to the Contractor without further acknowledgment by the parties.



9. Prevailing Wages. The City and the Contractor acknowledge that the Project is a public work to which prevailing wages apply.

10. Workers' Compensation. Labor Code Sections 1860 and 3700 provide that every contractor will be required to secure the payment of compensation to its employees. In accordance with the provisions of Labor Code Section 1861, by signing this Contract, the Contractor certifies as follows:

"I am aware of the provisions of Section 3700 of the Labor Code which require every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of that Code, and I will comply with such provisions before commencing the performance of the Work of this Contract."

11. Titles. The titles used in this Contract are for convenience only and shall in no way define, limit or describe the scope or intent of this Contract or any part of it.

12. Authority. Any person executing this Contract on behalf of the Contractor warrants and represents that he or she has the authority to execute this Contract on behalf of the Contractor and has the authority to bind the Contractor to the performance of its obligations hereunder.

13. Entire Agreement. This Contract, including the Contract Documents and any other documents incorporated herein by specific reference, represents the entire and integrated Contract between the City and the Contractor. This Contract supersedes all prior oral or written negotiations, representations or agreements. This Contract may not be modified or amended, nor any provision or breach waived, except in a writing signed by both parties that expressly refers to this Contract.

14. Counterparts. This Contract may be executed in counterpart originals, duplicate originals, or both, each of which is deemed to be an original for all purposes.

IN WITNESS WHEREOF, the parties hereto have executed this Contract the day and year first above written.

CITY OF MANHATTAN BEACH

By: \_\_\_\_\_  
City Manager

ATTEST:

APPROVED AS TO FORM:

By: \_\_\_\_\_  
City Clerk

By: \_\_\_\_\_  
City Attorney

Dated: \_\_\_\_\_

\_\_\_\_\_  
("CONTRACTOR")

By: \_\_\_\_\_  
NAME TITLE

By: \_\_\_\_\_  
NAME TITLE

PROOF OF AUTHORITY TO BIND  
CONTRACTING PARTY REQUIRED



Bond No. \_\_\_\_\_

**PAYMENT BOND  
(LABOR AND MATERIALS)**

KNOW ALL PERSONS BY THESE PRESENTS that:

WHEREAS the City of Manhattan Beach ("Public Agency"), State of California, has awarded to \_

(“Principal”)

(Name and address of Contractor)

a contract (the "Contract") for the Work described as follows:

PEDESTRIAN SAFETY IMPROVEMENTS ALONG HIGHLAND AVE (34<sup>th</sup>, 35<sup>th</sup>, 36<sup>th</sup> STREETS)  
AND MORNINGSIDE DR & MANHATTAN BEACH BLVD PROJECT

WHEREAS, under the terms of the Contract, the Principal is required before entering upon the performance of the Work, to file a good and sufficient payment Bond with the Public Agency to secure the claims to which reference is made in Title 3 (commencing with Section 9000) of Part 6 of Division 4 of the Civil Code.

NOW, THEREFORE, we, the undersigned Principal, and \_\_\_\_\_

---

(Name and address of Surety)

(“Surety”) a duly admitted surety insurer under the laws of the State of California, as Surety, are held and firmly bound unto the Public Agency and all contractors, subcontractors, laborers, material suppliers, and other persons employed in the performance of the Contract and referred to in Title 3 (commencing with Section 9000) of Part 6 of Division 4 of the Civil Code in the penal sum of \_\_\_\_\_ Dollars (\$\_\_\_\_\_), for materials furnished or labor thereon of any kind, or for amounts due under the Unemployment Insurance Act with respect to this Work or labor, that the Surety will pay the same in an amount not exceeding the amount hereinabove set forth, and also in case suit is brought upon this Bond, will pay, in addition to the face amount thereof, costs and reasonable expenses and fees, including reasonable attorneys’ fees, incurred by Public Agency in successfully enforcing this obligation, to be awarded and fixed by the court, and to be taxed as costs and to be included in the judgment therein rendered.

It is hereby expressly stipulated and agreed that this Bond shall inure to the benefit of any and all persons, companies, and corporations entitled to file claims under Title 3 (commencing with Section 9000) of Part 6 of Division 4 of the Civil Code, so as to give a right of action to them or their assigns in any suit brought upon this Bond.

Upon expiration of the time within which the California Labor Commissioner may serve a civil wage and penalty assessment against the principal, any of its subcontractors, or both the principal and its subcontractors pursuant to Labor Code Section 1741, and upon expiration of the time within which a joint labor management committee may commence an action against the principal, any of its subcontractors, or both the principal and its subcontractors pursuant to Labor Code Section 1771.2, if the condition of this Bond be fully performed, then this obligation shall become null and void; otherwise, it shall be and remain in full force and effect.

The Surety hereby stipulates and agrees that no change, extension of time, alteration, or addition to the terms of the Contract or the Specifications accompanying the same shall in any manner affect its obligations on this Bond, and it does hereby waive notice of any such change, extension, alteration, or addition.

IN WITNESS WHEREOF, two identical counterparts of this instrument, each of which shall for all purposes be deemed an original hereof, have been duly executed by Principal and Surety, on the date set forth below, the name of each corporate party being hereto affixed and these presents duly signed by its undersigned representative(s) pursuant to authority of its governing body.

Dated: \_\_\_\_\_

“Principal”

“Surety”

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

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

Signature: \_\_\_\_\_  
Print Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_

Signature: \_\_\_\_\_  
Print Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_

Signature: \_\_\_\_\_  
Print Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_

(Seal)

(Seal)

**NOTE:** *This Bond must be executed in duplicate and dated, all signatures must be notarized, and evidence of the authority of any person signing as attorney-in-fact must be attached. DATE OF BOND MUST NOT BE BEFORE DATE OF CONTRACT.* Surety companies executing Bonds must appear on the Treasury Department's most current list (Circular 570 as amended) and be authorized to transact business in the State where the project is located.



Bond No. \_\_\_\_\_

## PERFORMANCE BOND

KNOW ALL PERSONS BY THESE PRESENTS that:

WHEREAS the City of Manhattan Beach ("Public Agency"), has awarded to \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_ ("Principal")  
*(Name and address of Contractor)*

a contract (the "Contract") for the Work described as follows:

PEDESTRIAN SAFETY IMPROVEMENTS ALONG HIGHLAND AVE (34<sup>th</sup>, 35<sup>th</sup>, 36<sup>th</sup> STREETS)  
AND MORNINGSID DR & MANHATTAN BEACH BLVD PROJECT

WHEREAS, Principal is required under the terms of the Contract to furnish a Bond for the faithful performance of the Contract.

NOW, THEREFORE, we, the undersigned Principal, and \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
*(Name and address of Surety)*

(“Surety”) a duly admitted surety insurer under the laws of the State of California, as Surety, are held and firmly bound unto the Public Agency in the penal sum of \_\_\_\_\_ Dollars (\$\_\_\_\_\_).

this amount being not less than the total Contract Price, in lawful money of the United States of America, for the payment of which sum well and truly to be made, we bind ourselves, our heirs, successors executors and administrators, jointly and severally, firmly by these presents.

THE CONDITION OF THIS OBLIGATION IS SUCH THAT, if the hereby bounded Principal, his, her or its heirs, executors, administrators, successors or assigns, shall in all things stand to and abide by, and well and truly keep and perform the covenants, conditions and provisions in the Contract and any alteration thereof made as therein provided, on the Principal's part, to be kept and performed at the time and in the manner therein specified, and in all respects according to their true intent and meaning, and shall indemnify and save harmless the Public Agency, its officers, agents and employees, as therein stipulated, then this obligation shall become null and void; otherwise, it shall be and remain in full force and effect.

As a part of the obligation secured hereby and in addition to the face amount specified therefor, there shall be included costs and reasonable expenses and fees, including reasonable attorneys' fees, incurred by Public Agency in successfully enforcing such obligation, all to be taxed as costs and included in any judgment rendered. Surety hereby waives any statute of limitations as it applies to an action on this Bond.

The Surety hereby stipulates and agrees that no change, extension of time, alteration or addition to the terms of the Contract or of the Work to be performed thereunder or the specifications accompanying the same shall in anywise affect its obligations under this Bond, and it does hereby waive notice of any such change, extension of time, alteration or addition to the terms of the Contract or to the Work or to the specifications. Surety hereby waives the provisions of California

Civil Code Sections 2845 and 2849. The City is the principal beneficiary of this Bond and has all rights of a party hereto.

IN WITNESS WHEREOF, two identical counterparts of this instrument, each of which shall for all purposes be deemed an original hereof, have been duly executed by Principal and Surety, on the date set forth below, the name of each corporate party being hereto affixed and these presents duly signed by its undersigned representative(s) pursuant to authority of its governing body.

Dated: \_\_\_\_\_

“Principal”

“Surety”

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

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

Signature: \_\_\_\_\_  
Print Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_

Signature: \_\_\_\_\_  
Print Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_

Signature: \_\_\_\_\_  
Print Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_

(Seal)

(Seal)

**NOTE:** *This Bond must be executed in duplicate and dated, all signatures must be notarized, and evidence of the authority of any person signing as attorney-in-fact must be attached. DATE OF BOND MUST NOT BE BEFORE DATE OF CONTRACT.* Surety companies executing Bonds must appear on the Treasury Department's most current list (Circular 570 as amended) and be authorized to transact business in the State where the project is located.



Bond No. \_\_\_\_\_

### **WARRANTY BOND**

KNOW ALL PERSONS BY THESE PRESENTS that:

WHEREAS the City of Manhattan Beach ("Public Agency"), State of California, has awarded to\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
(Name and address of Contractor) ("Principal")

a contract (the "Contract") for the Work described as follows:

PEDESTRIAN SAFETY IMPROVEMENTS ALONG HIGHLAND AVE (34<sup>th</sup>, 35<sup>th</sup>, 36<sup>th</sup> STREETS)  
AND MORNINGSIDE DR & MANHATTAN BEACH BLVD PROJECT

WHEREAS, under the terms of the Contract, the Principal is required before entering upon the performance of the Work, to file a good and sufficient warranty Bond with the Public Agency before final completion of the work and its acceptance by the Public Agency.

NOW, THEREFORE, we, the undersigned Principal, and \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
(Name and address of Surety)

("Surety") a duly admitted surety insurer under the laws of the State of California, as Surety, are held and firmly bound unto the Public Agency in the penal sum of \_\_\_\_\_ Dollars (\$\_\_\_\_\_), lawful money of the United States of America, for the payment of which sum well and truly to be made, we bind ourselves, our heirs, executors, administrators, successors, and assigns, jointly and severally, firmly by these presents.

THE CONDITION OF THIS OBLIGATION IS SUCH THAT, if the hereby bounded Principal, his, her or its heirs, executors, administrators, successors or assigns, shall remedy, without cost to the Public Agency, any defects which may develop during a period of one year from the date of completion and acceptance of the work performed under the Contract, caused by defective or inferior materials or workmanship, and shall indemnify, defend and hold harmless the Public Agency, its officers, agents, and employees for any and all claims, demands, causes of action, damages, injuries, liabilities, losses, costs or expenses, including attorneys' fees and costs of defense, which arise out of, pertain to, or relate to such defects or to the Principal's actions or inactions in remedying such defects, then this obligation shall become null and void; otherwise it shall be and remain in full force and effect.

In case suit is brought upon this bond, Surety further agrees to pay, in addition to the Penal Sum, all costs and reasonable expenses and fees, including reasonable attorneys' fees, incurred by the Public Agency in successfully enforcing such obligation, all to be taxed as costs and included in any judgment rendered.

FURTHER, Surety hereby waives the provisions of California Civil Code sections 2845 and 2849. The Public Agency is the principal beneficiary of this bond and has all rights of a party hereto.

The Surety hereby stipulates and agrees that no change, extension of time, alteration or addition to the terms of the Contract or to the work to be performed thereunder or the specifications accompanying the same shall in anywise affect its obligations on this bond, and it does hereby waive notice of any such change, extension of time, alteration or addition to the terms of the Contract or to the work or to the specifications.

IN WITNESS WHEREOF, two identical counterparts of this instrument, each of which shall for all purposes be deemed an original hereof, have been duly executed by Principal and Surety, on the date set forth below, the name of each corporate party being hereto affixed and these presents duly signed by its undersigned representative(s) pursuant to authority of its governing body.

Dated: \_\_\_\_\_

“Principal”

“Surety”

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

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

Signature: \_\_\_\_\_  
Print Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_

Signature: \_\_\_\_\_  
Print Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_

Signature: \_\_\_\_\_  
Print Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_

(Seal)

(Seal)

**NOTE:** *This Bond must be executed in duplicate and dated, all signatures must be notarized, and evidence of the authority of any person signing as attorney-in-fact must be attached. DATE OF BOND MUST NOT BE BEFORE DATE OF CONTRACT.* Surety companies executing Bonds must appear on the Treasury Department's most current list (Circular 570 as amended) and be authorized to transact business in the State where the project is located.



## **CHECKLIST FOR EXECUTION OF CONTRACT**

TO BE SUBMITTED BY SUCCESSFUL BIDDER:

- \_\_\_\_\_ Two executed copies of the Contract
- \_\_\_\_\_ Two original copies of the Payment Bond in amount of the Contract
- \_\_\_\_\_ Two original copies of the Performance Bond in amount of the Contract
- \_\_\_\_\_ Two original copies of the Warranty Bond (10% of Contract Amount)
- \_\_\_\_\_ Workers' Compensation Certificate with attached Certificate of Insurance
- \_\_\_\_\_ General Liability insurance certificate naming the City as a co-insured
- \_\_\_\_\_ Automobile insurance naming the City as a co-insured
- \_\_\_\_\_ Umbrella/Excess Liability (General aggregate) insurance certificate naming the City as a co-insured, if applicable
- \_\_\_\_\_ Additional insured endorsement – comprehensive general liability
- \_\_\_\_\_ Additional insured endorsement – automobile liability
- \_\_\_\_\_ Additional insured endorsement – excess liability
- \_\_\_\_\_ Waiver of Subrogation – General Liability
- \_\_\_\_\_ Waiver of Subrogation – Worker's Compensation

## **GENERAL PROVISIONS**

### **SECTION 0. GENERAL PROVISIONS DEFINED**

#### **0-1 STANDARD SPECIFICATIONS**

The 2015 edition of "Standard Specifications for Public Works Construction", including the 2016 Supplement ("Standard Specifications"), as amended by the Contract Documents, is incorporated into the Contract Documents by this reference. The Work described herein shall be done in accordance with the provisions of the Standard Specifications, as amended by the Contract Documents.

#### **0-2 NUMBERING OF SECTIONS**

The number of sections and subsections in these General Provisions are compatible with the numbering in the Standard Specifications. Subsections of architectural and/or other work may be numbered according to the Construction Specifications Institute (CSI) format.

#### **0-3 SUPPLEMENTATION OF STANDARD SPECIFICATIONS**

The Sections that follow supplement, but do not replace, the Standard Specifications, except as otherwise indicated herein. In the event of any conflict between the Standard Specifications and these General Provisions, these General Provisions shall control.

### **SECTION 1. TERMS, DEFINITIONS, ABBREVIATIONS, UNITS OF MEASURE, AND SYMBOLS**

The provisions below shall supplement, but not replace, those provisions in Section 1 of the Standard Specifications.

#### **1-2 TERMS AND DEFINITIONS**

Whenever in the Standard Specifications or in the Contract Documents the following terms are used, they shall be understood to mean the following:

Agency – The City of Manhattan Beach.

Applicable Law – All State, federal, and local laws, statutes, ordinances, codes, rules, and regulations governing the Work.

Bid Item – An item of Work listed on the Bid Schedule.

Board – The City Council of the City of Manhattan Beach.

City – The City of Manhattan Beach

City Council – The City Council of the City of Manhattan Beach

Contract Documents – As defined in Section 1 of the Contract.

Contract Time – The number of Working Days stated in the Contract for the completion of the Work.



County – County of Los Angeles, California

Detour – A temporary route for traffic (vehicular or pedestrian) around a closed portion of a road or travelway.

Engineer – The City Engineer, acting either directly or through properly authorized agents. Such agents shall act within the scope of the particular duties entrusted to them.

Estimated Quantities – The quantities of Work anticipated to be performed, as set forth in the Bid Schedule, designated as units or a lump sum.

Excavation – Any operation in which earth, rock, or other material in the ground is moved, removed, or otherwise displaced by means of tools, equipment, or explosives in any of the following ways: grading, trenching, digging, ditching, drilling, augering, tunneling, scraping, cable or pipe plowing and driving, or any other way (Cal. Gov. Code § 4216).

Inspector – An authorized representative of the City, assigned by the City to make inspections of Work performed by or materials supplied by the Contractor.

Notice of Completion – The notice authorized by Civil Code Section 9204.

Notice to Proceed or Notice to Proceed with Construction – A written notice issued by the City to the Contractor that authorizes the Contractor to perform the Work.

Notice to Proceed to Fulfill Preconstruction Requirements and Order Materials – A written notice issued by the City to the Contractor that authorizes the Contractor to proceed with preconstruction requirements and the acquisition or purchase of materials that are to be incorporated into the Work and establishes the date of commencement of the Contract Time.

Project – See Work.

Punch List – A list of items of Work to be completed or corrected by the Contractor in order to complete the Work as specified in the Contract Documents.

Shop Drawings – All drawings, diagrams, illustrations, brochures, schedules and other data which are prepared by the Contractor, a Subcontractor, manufacturer, supplier, or distributor, which illustrate how specific portions of the Work shall be fabricated or installed.

State – The State of California.

Submittal – Any drawing, calculation, specification, product data, samples, manuals, requests for substitutes, spare parts, photographs, survey data, traffic control plans, record drawings, Bonds or similar items required to be submitted to the City under the terms of the Contract.

Traffic Engineer – The representative of the Engineer who is assigned traffic-related matters.

Work – The construction and services required by the Contract Documents, whether completed or partially completed, and includes all other labor, materials, equipment, services provided or to be provided by the Contractor to fulfill the Contractor's obligations.

Working Day – See Subsection 6-7.2 of the General Provisions.

Work Directive – A unilateral written order issued by the City directing the Contractor to continue performance of the Work or a disputed item of Work pending resolution of a claim or dispute concerning the scope of Work.

### 1-3.3 Institutions

The institutions listed in Section 1-3.3 of the Standard Specifications shall be supplemented by the list below:

<b><u>Abbreviation</u></b>	<b><u>Word or Words</u></b>
AAN .....	American Association of Nurserymen
ACI .....	American Concrete Institute
AGCA .....	Associated General Contractors of America
APWA .....	American Public Works Association
ASME .....	American Society of Mechanical Engineers
CRSI .....	Concrete Reinforcing Steel Institute
CSI .....	Construction Specifications Institute
IEEE .....	Institute of Electric and Electronic Engineers
NEC .....	National Electric Code
NEMA .....	National Electrical Manufacturers Association
NFPA .....	National Fire Protection Association
SSS .....	State of California Standard Specifications, Latest edition, Department of Transportation
SSP .....	State of California Standard Plans, Latest edition, Department of Transportation

## SECTION 2. SCOPE AND CONTROL OF THE WORK

The provisions below shall supplement but not replace those provisions in Section 2 of the Standard Specifications, unless specifically noted below.

### 2-2 ASSIGNMENT

Any purported assignment without written consent of the City shall be null, void, and of no effect, and the Contractor shall hold harmless, defend and indemnify the City and its officers, officials, employees, agents and representatives with respect to any claim, demand or action arising from or relating to any unauthorized assignment.

If the City opts to consent to assignment, the City's consent shall be contingent upon: (1) a letter from the Surety agreeing to the assignment and assigning all of the Bonds to the assignee without any reduction, or the assignee supplying all new Bonds in the amounts originally required under the Contract Documents; and (2) the assignee supplying all of the required insurance in the amounts required in the Contract Documents. Until the Surety assigns all of the Bonds or the assignee supplies all of the new Bonds, and until the assignee supplies all of the required



insurance, an assignment otherwise consented to in writing by the City shall not be effective. Even if the City consents to assignment, no assignment shall relieve the Contractor of liability under the Contract.

#### 2-3.1.1 Subcontractors. Add the following sections:

Subcontractors shall be listed by the Bidder in accordance with these specifications and must be properly licensed under the laws of the State of California for the type of work which they are to perform. Copies of all Subcontracts shall be made available to the Engineer, upon request.

2-3.1.2 A Subcontractor whose prosecution of the work is not satisfactory shall be terminated immediately by the Contractor upon the receipt of a written notice by the Engineer. Subcontractors whose work was determined to be unsatisfactory shall not be allowed to perform any work on the job site.

### 2-4 *CONTRACT BONDS*

The Faithful Performance Bond shall remain in force until the date of recordation of the Notice of Completion. The Labor and Materials Bond shall remain in force until expiration of the time within which the California Labor Commissioner may serve a civil wage and penalty assessment against the principal, any of its Subcontractors, or both the principal and its Subcontractors pursuant to Labor Code Section 1741, and until the expiration of the time within which a joint labor management committee may commence an action against the principal, any of its Subcontractors, or both the principal and its Subcontractors pursuant to Labor Code Section 1771.2.

The warranty or maintenance Bond shall be valid for one year from the date of recordation of Notice of Completion by the County Recorder, in the amount of ten percent of the Contract Price. Other than the details listed herein, the warranty or maintenance Bond shall adhere to the requirements for Bonds in Section 2-4 of the Standard Specifications. Nothing herein shall abridge or amend Section 6-8.3 of the Standard Specifications or the related provisions in these Contract Documents.

All Bonds must be submitted using the required forms, which are in the Contract Documents, or on any other form approved by the City Attorney.

### 2-5 *PLANS AND SPECIFICATIONS*

#### 2-5.1 General

In addition to the requirements under Section 2-5.1 in the Standard Specifications, the Contractor shall maintain a control set of Plans and Specifications on the Project site at all times. All final locations determined in the field, and any deviations from the Plans and Specifications, shall be marked in red on the control set to show the as-built conditions. This control set of Plans shall also be edited for all Addenda, Requests for Information, Change Orders, field changes not involving cost, and any other variation that occurred during construction. Upon completion of all Work, the Contractor shall return the control set to the Engineer. Final payment will not be made until this requirement is met.

Where a work feature is shown on the drawings or identified in the Specifications but is not specifically indicated as an item in the Bid Schedule, and there is no ambiguity regarding the

requirement to construct, install, or construct and install that work feature, the Contractor is required to complete the work feature. All costs to the Contractor for constructing, installing, or both constructing and installing such a work feature shall be included in the Bid.

## 2-5.2 Precedence of the Contract Documents

The following shall replace Section 2-5.2:

With regard to Section 2-5.2 in the Standard Specifications, the General Provisions shall control over the Special Provisions, and the Notice Inviting Bids and Instructions to Bidders (in that order) shall control over the Bid, such that the order of precedence shall be as follows:

1. Requirements of law.
2. Permits issued by regulatory agencies with jurisdiction.
3. Change Orders and Supplemental Agreements, whichever occurs last.
4. Contract.
5. Addenda.
6. Notice Inviting Bids.
7. Instructions to Bidders.
8. Bid/Proposal.
9. General Provisions.
10. Special Provisions.
11. Plans.
12. Standard Plans.
13. Standard Specifications.
14. Reference Specifications.

### 2-5.2.1 Traffic Signal Work

Except as otherwise specified in the General Provisions or on the Plans, all Work relating to traffic signals and incidental illuminated street name signs and safety lighting, including all equipment, materials, components, and the installation thereof, shall be in accordance with the City's Technical Provisions for traffic signals, latest edition of the State Standard Plans (SSP) in effect and published at the Bid Deadline and Section 86 "Signals, Lighting and Electrical Systems" of the latest edition of the State Standard Specifications (SSS) in effect and published at the Bid Deadline, unless otherwise indicated in the Technical Provisions. With respect to traffic signal Work, the order of precedence, from highest to lowest, shall be: City Technical Provisions, Plans, Section 86 of the State Standard Specifications, State Standard Plans, Standard Plans, and Standard Specifications.

## 2-5.3 Submittals

### 2-5.3.1 General

The following paragraphs shall be added following the third paragraph:

The Contractor shall, at its own expense, transmit to the Engineer for review and acceptance, working drawings, shop drawings, supporting information, and/or other available instructive and descriptive information from the manufacturer, when and as required by the Plans or General Provisions or requested by the Engineer. Shop drawings will not be required for standard items

in common use for which adequate manufacturers' literature is available unless otherwise required by the Engineer.

The Contractor shall consecutively number, thoroughly check, approve and sign each submittal and transmit the submittals to the Engineer for review. In the event that certain submittals are submitted without the Contractor's approval signature or are unacceptable to the City, they shall be rejected by the Engineer. The Contractor shall thereafter correct the submittals and resubmit.

In the event that in the process of development of the submittals it is discovered that there are defects and/or errors on the Plans that result in conflict between the Plans and the submittals, or if the submittals show variation from the Plans or other Contract Documents, the Contractor shall thoroughly describe and explain any defects and/or conflicts in its transmittal letter to the Engineer.

The Engineer's review of the submittals will be for general design and arrangement only, and shall not relieve the Contractor from responsibility for errors of any sort in the submittals or of the responsibility for executing the work in accordance with the Contract Documents. The Contractor shall allow a minimum of 20 Working Days for review of submittals. The Contractor shall be solely responsible for the correctness of the submittals, for shop fits and field connections, and for the results obtained by use of such submittals. The Contractor shall verify and be fully responsible for all dimensions and job-site conditions affecting the Work and shall be responsible for furnishing and installing the proper materials required by the Contract Documents.

The Contract Time will not be extended due to the failure of the Contractor to provide submittals as required by the Contract Documents in a timely manner.

## *2-6 WORK TO BE DONE*

The following paragraphs shall be added following paragraph one:

All work which is defective in its construction or deficient in any of the requirements of the Plans and Specifications shall be remedied or removed and replaced by the Contractor in an acceptable manner at his own expense. No compensation will be allowed for any work done beyond the lines and grades shown on the Plans or established by the Engineer. Upon failure on the part of the Contractor to comply with any order of the Engineer made under the provisions of this article, the Engineer and the City may cause the defective work to be remedied or removed and replaced at the expense of the Contractor.

Any unauthorized or defective work, defective material or workmanship or any unfaithful or imperfect work that may be discovered before final acceptance of work by the Board shall be corrected immediately with no extra charge even though it may have been overlooked in previous inspections and estimates or may have been caused due to failure to inspect the work.

## *2-7 SUBSURFACE DATA*

If the City or its consultants have made investigations of subsurface conditions in areas where the Work is to be performed, such investigations shall be deemed made only for the purpose of study and design. If a geotechnical or other report has been prepared for the Project, the Contractor may inspect the records pertaining to such investigations subject to and upon the conditions hereinafter set forth. The inspection of the records shall be made in the office of the Engineer. It is the Contractor's sole responsibility to determine whether such investigations exist,



and the City makes no affirmative or negative representation concerning the existence of such investigations.

The records of any such investigations are made available solely for the convenience of the Contractor. It is expressly understood and agreed that the City, the Engineer, their agents, consultants or employees assume no responsibility whatsoever with respect to the sufficiency or accuracy of any investigations, the records thereof, and the interpretations set forth therein. No warranty or guarantee is expressed or implied that the conditions indicated by any such investigations or records are representative of those existing in the Project area. The Contractor agrees to make such independent investigations and examination as necessary to be satisfied of the conditions to be encountered in the performance of the Work.

The Contractor represents that it has studied the Plans, Specifications and other Contract Documents, and all surveys and investigation reports of subsurface and latent physical conditions, has made such additional surveys and investigations as necessary for the performance of the Work at the Contract Price in accordance with the requirements of the Contract Documents, and that it has correlated the results of all such data with the requirements of the Contract Documents. No claim of any kind shall be made or allowed for any error, omission or claimed error or omission, in whole or in part, of any geotechnical exploration or any other report or data furnished or not furnished by the City.

## **2-9 SURVEYING**

The Contractor shall verify all dimensions on the drawings and shall report to the City any discrepancies before proceeding with related Work. The Contractor shall perform all survey and layout Work per the benchmark information on the Project Plans. All surveying Work must conform to the Professional Land Surveyors' Act (Business and Professions Code Section 8700 *et seq.*). All Project surveying notes and "cut-sheets" are to be provided to the City after the completion of each surveying activity and all final surveying notes shall be provided before final payment to the Contractor.

The Contractor is responsible for hiring a Surveyor to set survey points to be used for re-establishments of disturbed monuments and submit Corner Records to the County Surveyor. Copy of the submitted Corner Records must be provided to the City prior to actual disturbance of the monuments. The Contractor shall also cause all disturbed survey monuments within the project work area to be re-established at the end of the project. This also includes filing Corner Records and Record of Survey with the County Surveyor within 7 days of substantial completion of the construction work and submit a copy to the City of the filed paperwork receipt within 2 days of submission. The Contractor is required to provide a copy of the County Surveyor's acceptance within 30 days of submission to the County.

Construction stakes shall be set and stationed by the Contractor at its expense. Unless otherwise indicated in the Special Provisions, surveying costs shall be included in the price of items bid. No separate payment will be made. Re-staking and replacement of construction survey markers damaged as a result of the Work, vandalism, or accident shall be at the Contractor's expense.

## **2-11 INSPECTION**

The Contractor shall arrange and pay for all off-site inspection of the Work required by any ordinance or governing authorities. The Contractor shall also arrange and pay for other inspections, including tests in connection therewith, as may be assigned or required.

Add the following paragraphs:

#### 2-11.1 Inspection

An inspector shall in no case act as foreman or perform other duties for the Contractor, nor interfere with the Contractor's management of the Work. Any advice which an inspector may give the Contractor shall not be binding to the Engineer or to the City, or release the Contractor from fulfilling all the terms of the Contract.

No partial payment, inspection, taking possession of, or other act made or done by the Engineer or the City with respect to the work prior to final completion and acceptance thereof shall affect or prejudice the right of the Engineer or the City to reject any defective work or material or to require the complete fulfillment of all the provisions of the Contract.

If the Engineer deems it expedient and not in the best interest of the City to correct work injured or done not in accordance with the Contract, the defective work may be accepted subject to an equitable deduction from the Contract Price which may be made therefor by the City upon certification from the Engineer.

Reexamination of any work may be ordered by the Engineer at any time prior to final acceptance and, if so ordered, the work must be uncovered by the Contractor. If such work be found in accordance with the Contract, the City will pay the cost of reexamination and replacement. If such work be found defective or not in accordance with the Contract, the Contractor shall pay such costs.

### **SECTION 3. CHANGES IN WORK**

#### **3-1 CHANGES REQUESTED BY THE CONTRACTOR**

##### **3-1.1 General**

Add the following paragraph to the end of Subsection 3-1.1:

If the Contractor alleges that instructions issued after the date of the Contract will result in increases to the Contract Price or Contract Time, if latent or unforeseen conditions require modification of the Contract Documents, or the Contractor otherwise becomes aware of the need for or desirability of a change in the Work, a Change Order Proposal ("COP") may be submitted to the City in writing, using the forms provided herein in Subsection 3-6.2 of the General Provisions, and must specify the reasons for such change, including relevant circumstances and impacts on the construction schedule. The Contractor may request additional compensation and/or time through a COP but not for instances that occurred more than ten calendar days prior to the COP. The Contractor's failure to initiate a COP within such period shall be deemed a waiver of the right to adjustment of the Contract Price or the Contract Time for the alleged change, unless such waiver is prohibited under state law. Any COP that is approved by the City will be incorporated in a Change Order or Construction Change Directive. If the City determines that the Work in question is not a change, the City shall issue a Work Directive, ordering the Contractor to proceed with the Work without delay. If the COP is denied but the Contractor believes that it does have merit, the Contractor may submit a claim to the City.

#### **3-2 CHANGES INITIATED BY THE AGENCY**

The City reserves the right, without notice to the Surety, to increase or decrease the quantity of any item or portion of the Work described in the Contract Documents or to alter or omit portions of the Work so described, as may be deemed necessary or expedient by the Engineer, without in any way making the Contract void. Such increases, alterations or decreases of Work shall be considered and treated as though originally contracted for, and shall be subject to all the terms, conditions and provisions of the original Contract. The Contractor shall not claim or bring suit for damages, whether for loss of profits or otherwise, on account of any decrease, alteration or omission of any kind of Work to be done.

### 3-2.1 General

Add the following paragraphs at the end of Subsection 3-2.1:

The City reserves the right to make changes in the Work, including the elimination of any Bid Item, after execution of the Contract and without invalidating the Contract by:

A. Change Order approved by the City Council, City Manager, Public Works Director, or City Engineer (dollar value of approval authority for each as per City policy); or

B. Construction Change Directive approved by the City Council, City Manager, Public Works Director, or City Engineer (dollar value of approval authority for each as per City policy);

A change that causes the total value of all changes to exceed the Contract contingency amount established at the time of award of the Contract must be approved by the City Council. No payments in excess of the original Contract Price will be made until a Change Order is approved in the normal course of business. The City may, at any time, without notice to the Contractor's surety(ies), order changes in the Work within the general scope of the Contract. Such changes in the Work shall not relieve or release the surety(ies) of its(their) obligations under the Performance and Payment Bonds issued for the Project. Changes in the Work made pursuant to this Article 3 shall in no way release any guarantee or warranty provided by the Contractor.

The City may issue a Change Order Proposal Request ("COPR"), in writing, to the Contractor, describing a proposed change to the Work and requesting that the Contractor submit an itemized Change Order Proposal ("COP") to the City, using the forms provided herein in Subsection 3-6.2 of the General Provisions, within ten calendar days after the City's issuance of the COPR. If the Contractor fails to submit a COP within such period of time, it shall be presumed that the change described in the City's COPR will not result in an increase to the Contract Price or Contract Time and the change shall be performed by the Contractor without such increases. A COPR does not authorize the Contractor to commence performance of the changed work. The Contractor shall not perform any change until receipt of the City's written approval. If the City approves the Contractor's COP, City shall issue a Change Order.

Whenever a change is pending, the Contractor shall notify the City if it is necessary to halt other Work in the area of the change that would be affected thereby, until such time as the change is authorized.

Any change to the Contract Price shall be in a sum mutually agreed to by the Contractor and the City. When the cost for Extra Work cannot be agreed upon, the City will pay for Extra Work based on the accumulation of costs as provided for in Subsection 3-3, "Extra Work," of the Standard Specifications and the General Provisions.



### 3-2.1.1 Change Order

A Change Order is a written instrument prepared by the City and signed by the City and the Contractor, stating their agreement upon all of the following:

- A. The scope of the change in the Work;
- B. The amount of the adjustment, if any, in the Contract Price; and
- C. The extent of the adjustment, if any, in the Contract Time.

#### 3-2.1.1.1 Accord and Satisfaction

The Contractor's agreement on any Change Order shall be a full compromise and settlement of all adjustments to the Contract Time and Contract Price, and compensation for any and all delay, extended or additional field and home office overhead, disruption, acceleration, inefficiencies, lost labor or equipment productivity, differing site conditions, construction interferences, and other extraordinary or consequential damages (hereinafter called "Impacts"), including any ripple or cumulative effect of the Impacts on the overall Work under the Contract arising directly or indirectly from the performance of Work described in the Change Order. By execution of any Change Order, the Contractor agrees that the Change Order constitutes a complete accord and satisfaction with respect to all claims for schedule extension, Impacts, or any costs of whatsoever nature, character or kind arising out of or incidental to the Change Order. No action, conduct, omission, product failure, or course of dealing by the City shall act to waive, modify, change, or alter the requirement that Change Orders must be in writing, signed by the City and the Contractor, and that such written Change Orders are the exclusive method for effectuating any change to the Contract Sum and/or Contract Time.

#### 3-2.1.2 Construction Change Directive

A Construction Change Directive is a written order prepared and signed by the City, directing a change in the Work prior to the Contractor's agreement on adjustment, if any, in the Contract Price or Contract Time, or both. The City may, by Construction Change Directive, without invalidating the Contract, order changes in the Work within the general scope of the Contract consisting of additions, deletions or other revisions, the Contract Price and Contract Time being adjusted accordingly. Upon receipt of a Construction Change Directive, the Contractor shall promptly proceed with the change in the Work involved. A Construction Change Directive shall be used in the absence of total agreement on the terms of a Change Order. The City's form of Construction Change directive is provided in Subsection 3-6.2 of the General Provisions.

#### 3-2.2.2 Increases of More than 25 Percent

Delete Subsection 3-2.2.2 in its entirety and substitute the following:

Should the actual quantity of a Major Item of Work covered by a Contract Unit Price and constructed in conformance with the Plans and Specifications exceed the Bid quantity by more than 25%, a Change Order will be issued and payment for the quantity in excess of 25% of the Bid quantity will be made on the basis of an adjustment to the Contract Unit price mutually agreed to by the City and the Contractor or pursuant to Subsection 3-2.4 "Agreed Prices."

For Minor Items of Work, the Contractor will be paid using the Contract Unit Price, regardless of whether the actual quantity of the Minor Item of Work covered by a Contract Unit Price exceeds the bid quantity by more than 25%.

#### 3-2.2.3 Decreases of More than 25 Percent

Delete Subsection 3-2.2.3 in its entirety and substitute the following:

Should the actual quantity of a Major Item of Work covered by a Contract Unit Price and constructed in conformance with the Plans and Specifications be less than 75% of the Bid quantity, an adjustment in payment will not be made unless so requested in writing by the Contractor. If the Contractor so requests, a Change Order shall be issued and payment shall be made on the basis of an adjustment to the Contract Unit Price mutually agreed to by the City and the Contractor, or pursuant to Subsection 3-2.4 "Agreed Prices"; however, in no case will payment be less than would be made for the actual quantity at the Contract Unit Price.

For Minor Items of Work, the Contractor will be paid using the Contract Unit Price, regardless of whether the actual quantity of the Minor Item of Work covered by a Contract Unit Price is less than 75% of the Bid quantity.

#### 3-2.2.4 Changes for Items Not Covered by Unit Prices

Payment for any change for an Item of Work not covered by a Contract Unit Price shall be made pursuant to Subsection 3-3 "Extra Work."

### 3-3 *EXTRA WORK*

New and unforeseen work will be classified as Extra Work only when the Work is not covered and cannot be paid for under any of the various items or combination of items for which a Bid price appears on the Bid. The Contractor shall not do any Extra Work except upon written order from the Engineer.

#### 3-3.1 General

Add the following at the end of Subsection 3-3.1:

All Extra Work shall conform to the Plans and Specifications.

The Contractor shall furnish to the Engineer each Subcontractor's signed and detailed estimate of the cost for labor, materials, and equipment, including the markup by such Subcontractor for overhead and profit for Work added or deducted to a Subcontractor's scope of Work. The Contractor shall furnish to the Engineer the sub-Subcontractor's signed detailed estimate of the cost for labor, materials, and equipment, including the markup by such sub-Subcontractor for overhead and profit for Work added or deducted to a sub-Subcontractor's scope of Work. The Contractor shall furnish to the Engineer the vendor or supplier's signed detailed estimate or quotation of the cost to the Contractor for Work added or deducted from a vendor or suppliers scope of Work.

#### 3-3.2.1 General

Add the following at the end of Subsection 3-3.2.1

Any change in the Work for an Item of Work not covered by a Contract Unit Price that involves both added and deleted Work shall be paid on the basis of the net total cost. The cost of deleted Work not covered by a Contract Unit Price shall be determined by the Engineer based on the schedule of lump sum prices submitted by the Contractor in accordance with Subsection 9-2, "Lump Sum Work," of the Standard Specifications and the General Provisions.

#### 3-3.2.2.1 Labor

Delete Subsection 3-3.2.2.1 in its entirety and substitute the following:

The cost of labor will be the actual cost for wages prevailing locally for each craft or type of worker (including foreman when authorized by the Engineer) performing the Extra Work at the time the Extra Work is done, plus liability insurance, health and welfare, pension, vacation, apprenticeship funds, and other direct costs, as well as assessments or benefits required by lawful collective bargaining agreements.

To the actual wages, as defined above, will be added a labor surcharge set forth in the California Department of Transportation publication entitled "Labor Surcharge and Equipment Rental Rates" that is in effect on the date upon which the Extra Work is performed. The labor surcharge shall constitute full compensation for all payments imposed by State and federal laws and for all other payments made to, or on behalf of, the workers, other than actual wages, subsistence and travel paid to the workers. The labor surcharge includes Workers' Compensation, Social Security, Medicare, Federal Unemployment, State Unemployment, and State Training taxes.

Except when direct supervision is provided by working foremen whose time is included in accordance with Subsection 3-2.2.2, the cost of direct supervision of Extra Work, when such direct supervision is provided exclusively for the Extra Work and not in conjunction with or at the same time as supervision for other Work, and when approved in advance in writing by the Engineer, may be charged to the Extra Work. Such cost includes only the actual cost of supervision labor, plus payroll taxes, insurance, and pension costs. The cost of transportation, use of vehicle, and other costs incurred by supervision will not be allowed.

#### 3-3.2.2.2 Materials

Add the following to Subsection 3-3.2.2.2:

If the Contractor does not furnish satisfactory evidence of the cost of the materials from the actual supplier thereof within five days following delivery of materials to the Work site, the Engineer reserves the right to establish the cost of the materials at the lowest current wholesale prices at which the materials were available, in the quantities concerned, delivered to the location of the Work site, less any discounts.

#### 3-3.2.2.3 Tool and Equipment Rental

Delete Subsection 3-3.2.2.3 in its entirety and substitute the following:

No payment will be made for individual pieces of equipment or tools not listed in the California Department of Transportation publication entitled "Labor Surcharge and Equipment Rental Rates" that is in effect on the date upon which the Extra Work is performed and that have



a replacement value of \$200.00 or less, whether or not consumed by use. Such equipment or tools shall be considered to be small tools.

The Contractor will be paid for the use of equipment at the rental rates listed for such equipment in the Labor Surcharge and Equipment Rental Rates publication that is in effect on the date upon which the Extra Work is performed.

Move in and out, or minimum charges other than the hourly rate, shall not apply to equipment available from the force already on the Project site.

For equipment that is rented from a local equipment agency, the Contractor will be paid at the hourly rate shown on the rental agency invoice or agreement for the time the equipment is used on Extra Work. If a minimum equipment rental amount is required by the local equipment rental agency, the actual amount charged will be paid to the Contractor.

If it is deemed necessary by the Engineer to use equipment not listed in the Labor Surcharge and Equipment Rental Rates publication, a suitable rental rate for that equipment will be established by the Engineer. The Contractor may furnish any cost data that might assist the Engineer in the establishment of the rental rate. If the rental rate established by the Engineer is \$10.00 per hour or less, the provisions above concerning rental of equipment from a local equipment agency shall apply.

Rental time will not be allowed while equipment is inoperative due to breakdowns.

When owner operated equipment is used to perform Extra Work to be paid on a force account basis, the Contractor will be paid for the equipment and operator as follows:

1. Payment for the equipment will be made at the rental rates listed for such equipment in the Labor Surcharge and Equipment Rental Rates publication that is in effect on the date upon which the Extra Work is performed.

2. Payment for the cost of labor will be made in conformance with the provisions in Subsection 3-3.2.2.1 "Labor" of the General Provisions.

### 3-3.2.3 Markup

Delete Subsection 3-3.2.3 in its entirety and substitute the following:

The markup for overhead and profit on Extra Work shall be in accordance with the following schedule.

#### 3-3.2.3.1 Work by Contractor.

The following percentages shall be added to the Contractor's costs and shall constitute the markup for all overhead and profit:

- |    |                        |    |
|----|------------------------|----|
| 1) | Labor .....            | 20 |
| 2) | Materials .....        | 15 |
| 3) | Equipment Rental ..... | 15 |

4) Other Items and Expenditures.....15

To the sum of the costs and markups provided for in this subsection, one percent shall be added as compensation for bonding.

3-3.2.3.2 Work by Subcontractor.

For Extra Work performed by a Subcontractor, the markup established in Subsection 3-3.2.3.1 of the General Provisions shall be applied to the Subcontractor's costs. An additional five percent shall be added to the Subcontractor's final cost, which shall reimburse the Contractor for administrative costs, including overhead and profit.

3-3.2.3.3 Work by Sub-Subcontractor.

For Extra Work performed by a sub-Subcontractor, the markup established in Subsection 3-3.2.3.1 of the General Provisions shall be applied to the sub-Subcontractor's costs. An additional ten percent shall be added to the sub-Subcontractor's final cost, five percent of which shall reimburse the Contractor for administrative costs, including overhead and profit, and five percent of which shall reimburse the Subcontractor for administrative costs, including overhead and profit.

3-3.2.3.4 Work by Specialist.

If the Engineer and the Contractor agree that a service or an item of Extra Work cannot be performed by the forces of the Contractor or those of any of its Subcontractors or sub-Subcontractors, such service or Extra Work item may be performed by a specialist. Invoices for such services or items of Extra Work calculated on the basis of current market prices may be accepted without complete itemization of labor, material, and equipment rental costs when it is impracticable and not in accordance with the established practice of the special service industry to provide such complete itemization.

If the Contractor is required to perform Extra Work that requires a fabrication or matching process in a fabrication or machine shop facilities away from the Project site, the charges for that portion of the Extra Work performed in such facility may, by agreement between the Contractor and Engineer, be accepted as a specialist billing.

For Extra Work performed by a specialist, 15% shall be added to the specialist's invoice price less a credit to the City for any cash or trade discount offered or available, whether or not such discount may have been taken; such percentage shall reimburse the Contractor for administrative costs, including overhead and profit.

3-3.2.3.5 Work not Covered by Unit Prices.

Markup for overhead and profit on any change in the Work for an Item of Work not covered by a Contract Unit Price that involves both added and deleted Work shall be paid, in accordance with this Subsection 3-3.2.3 of the General Provisions, only if the net cost increases the Contract Price (i.e., if the cost for added Work exceeds the cost for deleted Work).

3-3.3 Daily Reports by Contractor

Delete the first sentence of Subsection 3-3.3 and substitute the following:

The Contractor shall submit daily reports for Extra Work showing all labor, material, and equipment costs incurred.

Add the following at the end of Subsection 3-3.3:

The daily reports shall describe in detail the Extra Work that was performed and the location (station, etc.). Separate daily reports shall be submitted for Extra Work that is performed for more than one location and for different tasks that are performed on the same day. Material charges shall be substantiated by valid copies of vendor's invoices. Such invoices shall be submitted with the daily reports, or if not available, they shall be submitted with subsequent daily reports. The Contractor shall maintain the Contractor's records in such a manner as to provide a clear accounting of the costs.

Upon completion of the Extra Work, the Contractor shall submit a summary of costs, including markup for overhead and profit. All costs shall be in accordance with Subsection 3-3.2, "Payment," of the Standard Specifications and the General Provisions. The signature of the City's Inspector on a daily report shall indicate agreement with the information reflected therein, not that the Contractor is entitled to payment of the costs in the report. The Engineer shall review the daily reports. The Engineer shall compare the Inspector's records with the completed daily reports furnished by the Contractor and make any necessary adjustments. When the daily reports are agreed upon and signed by both parties, these reports shall become the basis of payment for the Extra Work performed.

#### 3-3.4 Extension of Time

Add the following as Subsection 3-3.4:

If the Contractor is delayed in completing the Extra Work due to a change ordered by the City, the time for completion of Work will be extended in accordance with Subsection 6-6.1 of these General Provisions.

#### 3-5 *DISPUTED WORK*

Delete Subsection 3-5 in its entirety and substitute the following:

In the event of disputed Work, the City shall have the right to unilaterally issue a written Work Directive; and the Contractor shall continue performance pending resolution of the dispute and shall maintain cost data described in Subsection 3-3 of the Standard Specifications and the General Provisions. The City's form of Work Directive is provided in Subsection 3-6 of the General Provisions. Payment shall be made for such disputed Work as is later determined by negotiation between the parties or as is fixed by a court of law.

#### 3-6 *FORMS*

Add Section 3-6 to incorporate the following forms, which appear in the succeeding pages.

##### 3-6.1 Change Order Form

##### 3-6.2 Change Order Proposal Forms

###### (a) Change Order Proposal Summary Report



- (b) Labor Cost Report
- (c) Labor Rates Report
- (d) Material Cost Report
- (e) Equipment Cost Report
- (f) Special Forces/Services Cost Report

3-6.3 Construction Change Directive Form

3-6.4 Work Directive Form



**CITY OF MANHATTAN BEACH  
PUBLIC WORKS DEPARTMENT  
Engineering Division**

**CONTRACT CHANGE ORDER NO. 1 (Final)**

PROJECT NO.: T-247

DESCRIPTION: Pedestrian Safety Improvements along Highland Ave (34th, 35th, 36th) and  
Morningside dr & Manhattan Beach Blvd Project

TO:

You are hereby instructed to comply with the following changes from the Contract Plans and Specifications:

SUMMARY OF CHANGES			
Description (Detailed Explanation Attached)		Change in Contract Price <sup>1</sup>	Change in Work Days
1.		\$0.00	
2.	Adjustment in Final Bid Quantities	\$0.00	
<b>Net Change in Contract Price and Work Days</b>		<b>\$0.00</b>	

<sup>1</sup>Deduction or decrease in Contract Price is denoted in parentheses.

The following change is hereby made a part of the Contract Documents and shall be performed under the same terms and conditions as required by the original Contract Documents. Except as modified herein, the original Contract Documents and all prior amendments shall remain in full force and effect and all of the terms of the Contract Documents are hereby incorporated in this Change Order.

**SUMMARY OF ALL CHANGE ORDERS**

ORIGINAL CONTRACT AMOUNT.....\$000,000.00  
CCO1 (FINAL) .....\$0.00  
TOTAL.....\$000,000.00

**SUMMARY OF WORKING DAYS**

FIRST DAY OF WORK: ..... Date  
CONTRACT WORKING DAYS: ..... X  
TIME EXTENSION: CCO 1 (Final) ..... Y  
NEW TOTAL WORKING DAYS: ..... X+Y  
LAST DAY OF WORK:..... New Date



### CHANGE ORDER DETAIL

Change Order No.: 1 (Final)

Project No.: Description: Pedestrian Safety Improvements along Highland Ave (34th, 35th, 36th) and Morningside dr & Manhattan Beach Blvd Project

The changes or interpretations described and noted herein are hereby authorized. The signed original of this order is on file in the Department of Public Works. Shown as separate paragraphs: (A) Reason for Change; (B) Description of Change; (C) Change in Contract Costs; and (D) Change in Completion Date.

#### Item No. 1:

A. Reason for Change:

B. Description of Change:

ITEM	DESCRIPTION	UNIT	UNIT PRICE	BID OR CURRENT APPROVED QTY	FINAL QTY	CHANGE	CHANGE IN COST <sup>1</sup>
New Item				0	0	0	0.00

<sup>1</sup>Deduction or decrease in Contract Price is denoted in parentheses.

C. Change in Contract Cost:  
Add \$0.00

D. Change in Completion Date:  
Add Y Working Days

#### Item No. 2: Adjustment in Final Bid Quantities:

A. Reason for Change:  
Due to conditions encountered during construction, modifications to the amount of Work were determined to be appropriate, and the changes were addressed by means of adjusting applicable contract quantities, as outlined below.





B. Description of Change:

ITEM	DESCRIPTION	UNIT	UNIT PRICE	BID OR CURRENT APPROVED QTY	FINAL QTY	CHANGE	CHANGE IN COST <sup>1</sup>
New Item				0	0	0	0.00

<sup>1</sup>Deduction or decrease in Contract Price is denoted in parentheses.

C. Change in Contract Cost:  
Add \$0.00

D. Change in Completion Date:  
No Change.

**SIGNATURE PAGE TO FOLLOW:**



The original Contract Price was (\$0.00). Contract Change Order No. 1 (Final) increased the Contract Price by (\$0.00). The new Contract Price will be \$00/100, resulting in an increase of approximately 0.00% to the original Contract.

The original Contract Time of X Working Days was extended by Y Working Days per Change Order No. 1 (Final). The last contract Working Day is new Date.

Ordered: \_\_\_\_\_ Date: \_\_\_\_\_  
Public Works Director

Concurred by: \_\_\_\_\_ Date: \_\_\_\_\_  
City Engineer

Concurred by: \_\_\_\_\_  
Project Manager

Acceptance by the Contractor:

This Change Order is in full compromise and settlement of all adjustments to Contract Time and Contract Price, and compensation for any and all delay, extended or additional field and home office overhead, disruption, acceleration, inefficiencies, lost labor or equipment productivity, differing site conditions, construction interferences and other extraordinary or consequential damages (hereinafter called "Impacts"), including any ripple or cumulative effect of these Impacts on the overall Work under the Contract arising directly or indirectly from the performance of Work described in this Change Order. By execution of this Change Order, the Contractor agrees that this Change Order constitutes a complete accord and satisfaction with respect to all claims for schedule extension, Impacts, or any costs of any nature, character or kind arising out of or incidental to this Change Order.

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

Title: \_\_\_\_\_



## CHANGE ORDER PROPOSAL FORM

### 3-6.2(a) CONTRACT CHANGE ORDER PROPOSAL SUMMARY REPORT

Date \_\_\_\_\_  
CCO Proposal No. \_\_\_\_\_ Contractor \_\_\_\_\_  
Item No. \_\_\_\_\_ Location \_\_\_\_\_

AMOUNT

#### General Contractor

1. Labor Cost:.....\$ \_\_\_\_\_  
2. Material Cost: .....\$ \_\_\_\_\_  
3. Equipment Cost:.....\$ \_\_\_\_\_  
4. Special Forces/Services: .....\$ \_\_\_\_\_  
Subtotal Contractor Cost•.....\$ \_\_\_\_\_

5. Subcontractor/Sub-Subcontractor Name \_\_\_\_\_  
Labor Cost.....\$ \_\_\_\_\_  
Material Cost .....\$ \_\_\_\_\_  
Equipment Cost.....\$ \_\_\_\_\_  
Subtotal Subcontractor/Sub-Subcontractor Cost

6. Subcontractor/Sub-Subcontractor Name \_\_\_\_\_  
Labor Cost.....\$ \_\_\_\_\_  
Material Cost .....\$ \_\_\_\_\_  
Equipment Cost.....\$ \_\_\_\_\_  
Subtotal Subcontractor/Sub-Subcontractor Cost .....\$ \_\_\_\_\_

TOTAL CONTRACT CHANGE ORDER COSTS.....\$ \_\_\_\_\_





## CHANGE ORDER PROPOSAL FORM

### 3-6.2(b) LABOR COST REPORT Date \_\_\_\_\_

Date \_\_\_\_\_

CCO Proposal No. \_\_\_\_\_ Contractor or Subcontractor \_\_\_\_\_

Item No. \_\_\_\_\_ Location \_\_\_\_\_

CLASSIFICATION AND NAME	HOURS	HOURLY RATE	EXTENDED AMOUNTS
Classification:	OT	\$	\$
Name:	REG	\$	\$
Classification:	OT	\$	\$
Name:	REG	\$	\$
Classification:	OT	\$	\$
Name:	REG	\$	\$
Classification:	OT	\$	\$
Name:	REG	\$	\$
Classification:	OT	\$	\$
Name:	REG	\$	\$
Classification:	OT	\$	\$
Name:	REG	\$	\$
<b>TOTAL LABOR</b>			\$

Overhead/profit 20% ..... \$ \_\_\_\_\_

Total labor/overhead/profit ..... \$ \_\_\_\_\_

Subcontractor's mark-up of total Sub-Subcontractor  
labor/overhead/profit (if applicable) 5% ..... \$ \_\_\_\_\_

General contractor's mark-up of total Subcontractor  
or Sub-Subcontractor labor/overhead/profit (if applicable) 5%..... \$ \_\_\_\_\_

Total..... \$ \_\_\_\_\_



## CHANGE ORDER PROPOSAL FORM

### 3-6.2(c) LABOR RATES REPORT Date

Date \_\_\_\_\_

CCO Proposal No. \_\_\_\_\_ Contractor or Subcontractor \_\_\_\_\_

Item No. \_\_\_\_\_ Location \_\_\_\_\_

CLASSIFICATION:		
TAXABLE BASE:		AMOUNT
Base Hourly Pay		\$
Vacation		\$
<b>TOTAL TAXABLE BASE</b>		<b>\$</b>
TAXES & INSURANCE	PERCENT	AMOUNT
Social Security Tax		\$
State Unemployment Tax		\$
Federal Unemployment Tax		\$
Workmen's Compensation		\$
Liability & Umbrella Insurance		\$
TOTAL TAXES & INSURANCE		\$
FRINGE BENEFITS	AMOUNT	
Pension	\$	
Health & Welfare	\$	
Training	\$	
Other Fringe Benefits	\$	
TOTAL FRINGE BENEFITS	\$	
AMOUNT	\$	



## CHANGE ORDER PROPOSAL FORM

### 3-6.2(d) MATERIAL COST REPORT

Date \_\_\_\_\_

CCO Proposal No. \_\_\_\_\_ Contractor or Subcontractor \_\_\_\_\_

Item No. \_\_\_\_\_ Location \_\_\_\_\_

INVOICE NO.	DESCRIPTION	AMOUNT
1.	Material	\$
	Sales Tax (Prevailing Tax Rate) 7.75%	\$
	Subtotal	\$
2.	Material	\$
	Sales Tax (Prevailing Tax Rate) 7.75%	\$
	Subtotal	\$
3.	Material	\$
	Sales Tax (Prevailing Tax Rate) 7.75%	\$
	Subtotal	\$
SUBTOTAL MATERIAL COST		\$

**NOTE:** An itemized list of materials, manufacturers, serial numbers, invoices, and other pertinent data shall be submitted along with the material cost report.

Overhead/profit 15% ..... \$ \_\_\_\_\_

Total material/overhead/profit..... \$ \_\_\_\_\_

Subcontractor's mark-up of total Sub-Subcontractor  
material/overhead/profit (if applicable) 5% ..... \$ \_\_\_\_\_

General contractor's mark-up of total Subcontractor  
or Sub-Subcontractor labor/overhead/profit (if applicable) 5%..... \$ \_\_\_\_\_

Total..... \$ \_\_\_\_\_





**CHANGE ORDER PROPOSAL FORM**

**3-6.2(e) EQUIPMENT COST REPORT**

Date \_\_\_\_\_

CCO Proposal No. \_\_\_\_\_ Contractor or Subcontractor \_\_\_\_\_

Item No. \_\_\_\_\_ Location \_\_\_\_\_

EQUIPMENT NO. (Description, Type, Size)	HOURS	HOURLY RATE	EXTENDED AMOUNTS
SUBTOTAL EQUIPMENT COST			\$

Overhead/profit 15% ..... \$ \_\_\_\_\_

Total equipment/overhead/profit..... \$ \_\_\_\_\_

Subcontractor's mark-up of total Sub-Subcontractor  
equipment/overhead/profit (if applicable) 5% ..... \$ \_\_\_\_\_

General contractor's mark-up of total Subcontractor  
or Sub-Subcontractor equipment/overhead/profit (if applicable) 5%..... \$ \_\_\_\_\_

Total..... \$ \_\_\_\_\_



**CHANGE ORDER PROPOSAL FORM**

**3-6.2 (f) SPECIAL FORCES/SERVICES COST REPORT**

Date \_\_\_\_\_

CCO Proposal No. \_\_\_\_\_ Contractor or Subcontractor \_\_\_\_\_

Item No. \_\_\_\_\_ Location \_\_\_\_\_

INVOICE NO.	DESCRIPTION	AMOUNT
1.		\$
		\$
	Subtotal	\$
2.		\$
		\$
	Subtotal	\$
3.		\$
		\$
	Subtotal	\$
SUBTOTAL MATERIAL COST		\$

**NOTE:** An itemized list of materials, manufacturers, serial numbers, invoices, and other pertinent data shall be submitted along with the special forces/services cost report.

Overhead/profit 15% ..... \$ \_\_\_\_\_

**Total Special Forces/Services/Overhead/Profit ..... \$ \_\_\_\_\_**



### 3-6.3 CONSTRUCTION CHANGE DIRECTIVE

Distribution to: CITY ☐ CONTRACTOR ☐ OTHER ☐ PROJECT MANAGER ☐

---

PROJECT:	DIRECTIVE NO.:
	DATE:
	CONTRACT DATE:
TO CONTRACTOR:	CONTRACT FOR:

You are hereby directed to make the following change(s) to this Contract:

#### PROPOSED ADJUSTMENTS

1. The proposed basis of adjustment to the Contract Price is:  
[ ] Lump Sum (increase) (decrease) of \$ \_\_\_\_\_  
[ ] Unit Price of \$ \_\_\_\_\_ per \_\_\_\_\_  
[ ] Daily time and materials records of actual costs plus a overhead and profit, as provided in Subsection 3-3, "Extra Work," the Standard Specifications and the General Provisions, [subject to a Not-To-Exceed Amount of \$ \_\_\_\_\_].\n[ ] as follows:
2. The Contract Time is proposed to (be adjusted) (remain unchanged). The proposed adjustment, if any, is (an increase of \_\_\_\_ days) (a decrease of \_\_\_\_ days).

If the Contractor disagrees with the proposed adjustments, it must submit its own proposal within ten days of the date of this Construction Change Directive pursuant to Contract Documents or the proposed adjustment will become final and binding on the Contractor.

When signed by the City and received by the Contractor, this document becomes effective IMMEDIATELY as a Construction Change Directive (CCD), and the Contractor shall proceed with the change(s) described above.

Ordered: _____ Public Works Director	Date: _____
Concurred by: _____ City Engineer	Date: _____
Concurred by: _____ Project Manager	Date: _____



### 3-6.4 WORK DIRECTIVE

Distribution to: CITY ☐ CONTRACTOR ☐ FIELD ☐ OTHER ☐ PROJECT MANAGER ☐

PROJECT:

WORK DIRECTIVE NO.:

DATE:

CONTRACT DATE:

TO CONTRACTOR:

CONTRACT FOR:

You are hereby directed to continue performance of the following Work, without delay, pending resolution of the dispute concerning such Work and maintain the cost data described in Subsection 3-3, "Extra Work," of the Standard Specifications and the **General Provisions** to the Contract for the performance of such Work:

Neither the issuance of this Work Directive nor the requirement for the Contractor to maintain cost data constitutes approval by the City of a change in the Work or modification of the Contract Documents.

Ordered: \_\_\_\_\_  
Public Works Director

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

Concurred by: \_\_\_\_\_  
City Engineer

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

Concurred by: \_\_\_\_\_  
Project Manager

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



## **SECTION 4. CONTROL OF MATERIALS**

### **4-1 MATERIALS AND WORKMANSHIP**

The provisions below shall supplement but not replace those provisions in Section 4-1 of the Standard Specifications, except that Subsection 4-1.4 shall be replaced in its entirety.

The first paragraph of Section 4-1 is replaced with the following:

Wherever applicable, materials shall conform to the latest Standards of the American Society for Testing Materials. All workmanship in the fabrication, assembly and construction of materials and equipment shall be neat and workmanlike in every respect. All equipment offered shall be of the manufacturer's latest design.

The Contractor and all Subcontractors, suppliers, and vendors shall guarantee that the Work will meet all requirements of this Contract as to the quality of materials, equipment, and workmanship.

#### **4.1.1.1 Property Rights in Materials**

Nothing in the Contract shall be construed as vesting in the Contractor any right, title, or interest in material used in the Work after it has been attached or affixed to the Work or the soil. All such material shall become the property of the City upon being so attached or affixed.

#### **4-1.2 Protection of Work and Materials**

Add the following at the end of Subsection 4-1.2:

Materials shall not be stored in the right-of-way unless written permission is given by the Engineer.

#### **4-1.4 Test of Materials**

Delete Subsection 4-1.4 in its entirety and substitute the following:

Unless otherwise called for in these General Provisions, all testing of materials will be performed by the City in such number and at such locations as deemed necessary by the Engineer to ensure compliance with the Contract Documents. The cost of all testing that can be performed within 50 miles of the Project will be borne by the City; the cost of all testing that must be performed 50 miles or more from the Project will be borne by the Contractor; the cost of all re-testing will be borne by the Contractor, and the amount due the City for the re-testing will be deducted from the Contract Price via Change Order.

The cost of rework material testing, overtime, travel and other related costs incurred by the City will be deducted from the Contract Price via Change Order.

#### **4-1.6 Trade Names or Equals**

If the Contractor requests to substitute an equivalent item for a brand or trade name item, the burden of proof as to the comparative quality and suitability of alternative equipment or articles or materials shall be upon the Contractor, and the Contractor shall furnish, at its own expense, all information necessary or related thereto as required by the Engineer. All requests for substitution shall be submitted, together with all documentation necessary for the Engineer to determine

equivalence, no later than ten calendar days after the award of the Contract, unless a different deadline is listed in the Special Provisions.

## ***SECTION 5 UTILITIES***

The provisions below shall supplement but not replace those provisions in Section 5 of the Standard Specifications.

### ***5-1 LOCATION***

The location and existence of any underground Utility or substructure has not been obtained. The methods used and costs involved to locate existing elements, points of connection and all construction methods are the Contractor's sole responsibility. Accuracy of information furnished, as to existing conditions, is not guaranteed by the City. The Contractor, at its sole expense, must make all investigations necessary to determine locations of existing elements, which may include contacting Underground Service Alert and other private underground locating firm(s), utilizing specialized locating equipment, hand trenching, or both. For every Dig Alert Identification Number issued by Underground Service Alert during the course of the Project, the Contractor must submit to the City the following form. The Contractor shall be responsible for preserving the integrity of the existing underground utilities at the site.

## UNDERGROUND SERVICE ALERT IDENTIFICATION NUMBER FORM

### PEDESTRIAN SAFETY IMPROVEMENTS ALONG HIGHLAND AVE (34TH, 35TH, 36TH) AND MORNINGSIDE DR & MANHATTAN BEACH BLVD PROJECT

No excavation will be permitted until this form is completed and returned to the City.

Government Code Section 4216 *et seq.* requires a Dig Alert Identification Number to be issued before a permit to excavate will be valid.

To obtain a Dig Alert Identification Number, call Underground Service Alert at **811** a minimum of three Working Days before scheduled excavation. For best response, provide as much notice as possible up to ten Working Days.

**Dig Alert Identification Number:** \_\_\_\_\_

Dated: \_\_\_\_\_

\_\_\_\_\_  
("CONTRACTOR")

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

Printed Name: \_\_\_\_\_

Title: \_\_\_\_\_

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

Printed Name: \_\_\_\_\_

Title: \_\_\_\_\_

**NOTE:** This form is required for every Dig Alert Identification Number issued by Underground Service during the course of the Work. Additional forms may be obtained from the City upon request.

### 5-1.3 Entry by Utility Owners

The right is reserved to the owners of public Utilities or franchises to enter the Project site for the purpose of making repairs or changes in their property that may be necessary as a result of the Work as well as any other reason authorized by the City. When the Contract Documents provide for the Utility owners to alter, relocate or reconstruct a Utility, or when the Contract Documents are silent in this regard and it is determined by the Engineer that the Utility owners must alter, relocate or reconstruct a Utility, the Contractor shall schedule and allow adequate time for those alterations, relocations or reconstructions by the respective Utility owners. City employees and agents shall likewise have the right to enter upon the Project site at any time and for any reason or no reason at all.

### 5-2 *PROTECTION*

If Contractor damages or breaks the Utilities, it will be the Contractor's responsibility to repair the Utility at no cost to the utility company or the City. If not fixed in a timely manner as deemed by the City Engineer, the utility company has the right to complete the repairs and assess the Contractor for all applicable costs.

Add the following paragraphs at the end of Subsection 5-2:

At least two Working Days prior to commencing work within the area, the Contractor shall request the utility owners to identify or otherwise indicate the location of their subsurface facilities. It shall be the Contractor's responsibility to determine the location and depth of all utilities including service connections which have been marked by the representative owners and which he believes may affect or be affected by the work. Full compensation for the ascertainment of utility locations and depths shall be considered included in the prices bid for the other items of work.

All utilities shall be notified by the Contractor in advance, according to their respective advance notice requirements, prior to excavating adjacent to, altering, or in any way modifying their facilities. The Contractor, at his expense, shall maintain in service all existing utilities. Should interruption of such utilities become necessary, the property owners and residents affected shall be notified 48 hours before the interruption.

The Contractor shall protect, support, or perform any other work necessary in order to maintain the operation of utilities in the proximity of the work area. The Contractor shall inform the Engineer in writing of all utilities omitted from or shown incorrectly on the contract plans. The Contractor shall not be entitled to damages or additional payment for delays attributable to utility relocations or alterations not shown or incorrectly delineated on the contract plans. The Contractor shall conduct his operations so as to permit access to the work site by any affected utility necessary for the relocation or modification to the utility system at no cost to the City.

Any interference by the Contractor with City-owned facilities such as, but not limited to, sewer, water, or storm drain that, in the opinion of the Engineer, creates a safety or health hazard and is not quickly repaired, the damaged facilities may be repaired by City forces and all costs of repairs will be deducted from contract payments.

### 5-3 *REMOVAL*

Facilities encountered during the prosecution of the Work that are determined to be abandoned shall be removed by the Contractor as required for the Work, unless directed otherwise by the



Engineer. The remaining portion of the existing Utility which is left in place shall be accurately recorded, in elevation and plan, on the control set of Contract drawings.

#### **5-4 RELOCATION**

The Contractor shall cooperate fully with all Utility forces of the City or forces of other public or private agencies engaged in the relocation, altering, or otherwise rearranging of any facilities that interfere with the progress of the Work. The Contractor shall schedule the Work so as to minimize interference with the relocation, altering, or other rearranging of facilities.

#### **5-6 COOPERATION**

The Contractor's attention is directed to the fact that Work may be conducted at or adjacent to the site by other contractors during the performance of the Work under the Contract. The Contractor shall conduct its operations so as to cause a minimum of interference with the work of such other contractors, and shall cooperate fully with such contractors to provide continued safe access to their respective portions of the site, as required to perform work under their respective contracts. Compensation for compliance shall be included in the various items of the Work, and no additional compensation shall be allowed therefor.

#### **5-7 NOTIFICATION**

The Contractor shall notify the Engineer and the owners of all Utilities and substructures not less than 48 hours before starting construction. The following list of names and telephone numbers is intended for the convenience of the Contractor and is not guaranteed to be complete or accurate:

Agency: City of Manhattan Beach Public Works – Engineering Division  
Phone Number: 310-502-5352  
Contact Person: Liana Urrutia, Engineering Secretary

Agency: City of Manhattan Beach Public Works – Utilities Division  
Phone Number: 310-802-5315  
Contact Person: Shawn Igoe, Utilities Manager

Agency: City of Manhattan Beach Public Works – Community Development  
Phone Number: 310-802-5522  
Contact Person: Erik Zandvliet, Traffic Engineer

### **SECTION 6. PROSECUTION, PROGRESS AND ACCEPTANCE OF THE WORK**

The provisions below shall supplement but not replace those provisions in Section 6 of the Standard Specifications.

#### **6-1 CONSTRUCTION SCHEDULE AND COMMENCEMENT OF THE WORK**

##### **6-1.1 Construction Schedule**

In addition to the construction schedule required pursuant to Section 6-1.1 of the Standard Specifications after notification of the Contract award and before any start of the Project, as well as the revised construction schedule in advance of beginning revised operations, the Contractor

shall submit an updated construction schedule with its monthly invoice every month. Progress payments shall be contingent upon the receipt of monthly updated construction schedules.

One week before the scheduled pre-construction meeting, the Contractor must submit a construction schedule to the Engineer for review and approval. The Contractor shall make revisions as required by the Engineer. The schedule must account for all subcontract work, as well as the work of the Contractor, submittals, coordination with the other contractors performing concurrent work and the Traffic Control Plan. The Contractor shall update this Construction Schedule when directed by the Engineer, or when:

a. A Change Order significantly affects the Contract completion date or the sequence of construction approach or activities; or

b. The actual sequence of the Work, or the planned sequence of the Work, is changed and does not conform to the Contractor's current accepted Project construction schedule.

#### 6-1.1.1 Pre-Construction Conference

Approximately five Days before the commencement of Work at the site, a pre-construction conference will be held at the City and shall be attended by the Contractor's Project manager, its on-site field superintendent, and any Subcontractors that the Contractor deems appropriate. Attendance by the Contractor and any Subcontractors designated is mandatory.

Contractor shall submit its 24-hour emergency telephone numbers to the Engineer for approval a minimum of two Working Days before the pre-construction conference. Unless previously submitted to the Engineer, the Contractor shall bring to the pre-construction conference copies of each of the following:

- 1) Construction Schedule.
- 2) Procurement schedule of major equipment and materials and items requiring long lead time.
- 3) Shop drawing/sample submittal schedule.
- 4) Preliminary schedule of values (lump sum price breakdown) for progress payment purposes.
- 5) Written designation of the on-site field superintendent and the Project manager. Both daytime and emergency telephone numbers shall be included in the written designation.

The purpose of the conference is to designate responsible personnel and establish a working relationship. The parties will discuss matters requiring coordination and establish procedures for handling such matters. The complete agenda will be furnished to the Contractor before the meeting date. The Contractor shall be prepared to discuss all of the items listed below.

- 1) The Contractor's construction schedule.
- 2) Notification of local residents before starting any Work and keeping them informed throughout the Project.
- 3) Procedures for transmittal, review, and distribution of the Contractor's submittals.
- 4) Processing applications for payment.
- 5) Maintaining record documents.
- 6) Critical Work sequencing.

- 7) Maintaining sewage service during construction, including proposed by-passes.
- 8) NPDES requirements, if any.
- 9) Field decisions and Change Orders.
- 10) Use of Project site, office and storage areas, security, housekeeping, and the City's needs.
- 11) Major equipment deliveries and priorities.
- 12) Traffic control.
- 13) Any other item that the City representative states is relevant to the meeting.

#### 6-1.1.2 Weekly Progress Meetings

Progress meetings will be held each week during the course of the Project. The meeting location, day of the week and time of day will be mutually agreed to by the City and the Contractor. The Contractor shall provide a two-week "look ahead" schedule for each meeting. The construction manager will preside at these meetings and will prepare the meeting agenda, meeting minutes and will distribute minutes to all persons in attendance. As the Work progresses, if it is determined by agreement of the attendees, that weekly meetings are not necessary, the weekly progress meetings may be changed to bi-weekly progress meetings.

Add the following to section 6-2:

#### 6-2.1 Excess Cost of City Personnel and Inspection Personnel

For any overtime or emergency work beyond a regular eight-hour day and for any work performed on Saturday, Sunday, or holidays, the charges for City personnel, including inspection, required on the job site shall be the responsibility of the Contractor and all costs therefor shall be deducted from the payments due the Contractor. The cost of City personnel shall be computed pursuant to adopted City salary schedules, overtime policies, fringe benefits, and overhead costs.

#### 6-3.1 General

Add the following paragraph following paragraph one:

In the event a suspension of work is ordered because of failure on the part of the Contractor to carry out orders given or to perform any provisions of the Work, such suspension of work shall not relieve the Contractor of its responsibility to complete the work within the time limit set forth herein and shall not be considered cause for extension of the time for completion, and further, such suspension of work shall not entitle the Contractor to any additional compensation.

#### 6-5 *TERMINATION OF THE CONTRACT FOR CONVENIENCE*

In addition to the reasons for termination listed in Section 6-5 of the Standard Specifications, which allow termination upon any written notice, the City may cancel the Contract for any other reason or for no reason upon 30 Days' written notice. The rest of the procedure outlined in Section 6-5 shall apply to such situation, including the Contractor's required immediate notification of Subcontractors and suppliers and the payment. In no event (including termination for impossibility or impracticability, due to conditions or events beyond the control of the City, for any other reason

or for no reason) shall the total amount of money to Contractor exceed the amount which would have been paid to the Contractor for the full performance of the services described in the Contract.

Furthermore, some of the City's projects are funded in whole or in part by funds other than the City's General Fund. If this Project is funded by such external funds in whole or in part, or if those external funds are terminated or reduced at any time and for any reason or for no reason at all, and the City determines at its discretion that no other funding is available for continuation of this Project, the City will not be obligated to continue funding for the services contained in these Contract Documents and may terminate the Project immediately. The City shall reimburse the Contractor for its work satisfactorily completed until the termination date. In no event shall the total amount of money to the Contractor exceed the amount which the City has received in funding from its external source. The Special Provisions may include further details in this regard.

## **6-6 DELAYS AND EXTENSIONS OF TIME**

Unless otherwise agreed in writing, an adjustment to the Contract time by reason of a Change Order shall be agreed to at the time the Change Order is issued and accepted by the Contractor. If the Change Order does not reserve the right of the parties, or either of them, to seek an adjustment to the Contract time, then the parties forever relinquish and waive such right and there shall be no further adjustments to the Contract time.

### **6-6.1 Extensions of Time**

In the event it is deemed appropriate by the City to extend the time for completion of the Work, any such extension shall not release any guarantee for the Work required by the Contract Documents, nor shall any such extension of time relieve or release the Sureties on the Bonds executed. In executing such Bonds, the Sureties shall be deemed to have expressly agreed to any such extensions of time. The amount of time allowed by an extension of time shall be limited to the period of the delay giving rise to the same as determined by the City. Notwithstanding any dispute which may arise in connection with a claim for adjustment of the Contract time, the Contractor shall promptly proceed with the Work.

### **6-6.2 Payment for Delays**

Notwithstanding any other terms and conditions of the Contract Documents, the City shall have no obligation whatsoever to increase the Contract Price or extend the time for delays.

Unless compensation and/or mark up is agreed upon by the City, the Contractor agrees that no payment of compensation of any kind shall be made to the Contractor for damages or increased overhead costs caused by any delays in the progress of the Contract, whether such delays are avoidable or unavoidable or caused by any act or omission of the City or its agents. Any accepted delay claim shall be fully compensated for by an extension of time to complete the performance of the Work.

This Section shall not apply to compensable delays caused solely by the City. If a compensable delay is caused solely by the City, the Contractor shall be entitled to a Change Order that: (1) extends the time for completion of the Contract by the amount of delay caused by the City; and (2) provides equitable adjustment, as determined by the City, to the Contractor.



Add the following as section 6-7.2:

#### 6-7.2 Working Day

The term "Working Day" shall mean any calendar day except Saturdays, Sundays, and the following holidays:

New Year's Day.....	January 1
Martin Luther King, Jr. Day .....	3rd Monday in January
Presidents' Day .....	3rd Monday in February
Memorial Day .....	Last Monday in May
Independence Day .....	July 4
Labor Day .....	1st Monday in September
Columbus Day .....	2nd Monday in October
Veterans' Day .....	November 11
Thanksgiving .....	4th Thursday in November
Friday after Thanksgiving .....	4th Friday in November
Christmas Day .....	December 25

If a holiday falls upon a Sunday, the following Monday shall be the day the holiday is observed, and if a holiday falls upon a Saturday, the preceding Friday shall be the day the holiday is observed.

#### 6-7.3 Contract Time Accounting

Add the following at the end of Subsection 6-7.3:

The Contract Time for completion of the Work, including corrective items of Work, shall be in accordance with Section 4 of the Contract. Contract Time extensions, when granted by the Engineer, will be in Working Days and in accordance with the Contract Documents, and will be set forth in writing via Change Order.

Add the following as section 6-7.3.1:

##### 6-7.3.1 Hours of Work

The Contractor shall not conduct any operations or perform any Work pertaining to the Project as defined herein, between the hours of 5:00 p.m. and 7:30 a.m. on any day nor on Saturday, Sunday, or holidays at any time except as approved by the Engineer. In the event that the Contractor abuses the hours of work requirement, a written warning will follow. After each additional warning, a \$200.00 penalty will be deducted from the Contract amount.

## 6-8 COMPLETION, ACCEPTANCE AND WARRANTY

The Contractor shall complete all Work under the Contract within the stipulated Working Days from the Notice to Proceed, as stated in the Contract. The Contractor shall not be allowed to begin any construction activity at the site before the issuance of the Notice to Proceed. Between the period of the Notice of Award and Notice to Proceed, the Contractor shall process Shop Drawings and begin procuring equipment and materials.

### 6-8.2 Acceptance

The Project will not be considered complete and ready for City Council direction to staff regarding recordation of the Notice of Completion until all Work required by the Contract Documents has been fully completed in compliance with the Contract Documents and all Applicable Laws including, but not limited to, correction or completion of all punch list items, the Work site is cleaned up in accordance with Section 7-8 of the Standard Specifications, the General Provisions, and the Special Provisions, and all of the following items have been received by the Engineer:

1. A form of Notice of Completion, with all information required by the California Civil Code;
2. All written guarantees, warranties, and special warranties if applicable;
3. All "as-builts" and record drawings;
4. Duly completed and executed forms of Unconditional Waiver and Release Upon Final Payment and Declaration to Procure Final Payment from the Contractor, Subcontractors of any tier, suppliers, and other person eligible to file stop notices in connection with the Work, covering the final payment period; and
5. Duplicate copies of all operating instructions and manufacturer's operating catalogs and data, together with such field instructions as necessary to fully instruct City personnel in correct operation and maintenance procedures for all equipment installed listed under the electrical, air conditioning, heating, ventilating and other trades. This data and instructions shall be furnished for all equipment requiring periodic adjustments, maintenance or other operation procedures.

The Contractor shall allow at least seven Working Days notice for final inspection. Such notice shall be submitted to the Engineer in writing.

### 6-8.3 Warranty

For the purposes of the calculation of the start of the warranty period, the Work shall be deemed to be completed upon the date of recordation of the Notice of Completion. If that direction is contingent on the completion of any items remaining on a punchlist, the Work shall be deemed to be completed upon the date of the Engineer's acceptance of the final item(s) on that punchlist.

The Contractor shall repair or replace defective materials and workmanship as required in Section 6-8.3 of the Standard Specification at its own expense. Additionally, the Contractor agrees to defend, indemnify and hold the City harmless from claims of any kind arising from damage, injury or death due to such defects.

The parties agree that no certificate given shall be conclusive evidence of the faithful performance of the Contract, either in whole or in part, and that no payment shall be construed to be in

acceptance of any defective Work or improper materials. Further, the certificate or final payment shall not terminate the Contractor's obligations under the warranty herein. The Contractor agrees that payment of the amount due under the Contract and the adjustments and payments due for any Work done in accordance with any alterations of the same, shall release the City, the City Council and its officers and employees from any and all claims or liability on account of Work performed under the Contract or any alteration thereof.

#### **6-9 LIQUIDATED DAMAGES**

For the purposes of the calculation of the start of the liquidated damages, the Work shall be deemed to be completed when the same has been completed in accordance with the Plans and Specifications therefor and to the satisfaction of the Engineer, and the Engineer has certified such completion in accordance with Section 6-8.1 of the Standard Specifications. The liquidated damages value is hereby amended to be \$1,000 per day.

### **SECTION 7. RESPONSIBILITIES OF THE CONTRACTOR**

The first paragraph of Section 7-3.1 of the Standard Specifications shall not be incorporated and shall instead be replaced with the following:

The Contractor shall provide and maintain insurance naming the City, its elected and appointed officials, officers, employees, attorneys, agents, designated volunteers, and independent contractors in the role of City officials as insureds or additional insureds regardless of any inconsistent statement in the policy or any subsequent endorsement whether liability is attributable to the Contractor or the City. The insurance provisions shall not be construed to limit the Contractor's indemnity obligations contained in the Contract. The City will not be liable for any accident, loss, or damage to the Work before completion, except as otherwise specified in Section 6-10.

The first sentence of Section 7-8.4.2 shall not be incorporated, and shall instead be replaced with the following:

Construction materials and equipment shall not be stored in Streets, roads, or highways unless otherwise specified in the Special Provisions or approved by the Engineer.

The first sentence of the second paragraph of Section 7-9 of the Standard Specifications shall not be incorporated, and shall instead be replaced with the following:

The Contractor shall relocate, repair, replace, or reestablish all existing improvements within the Project limits which are not designated for removal (e.g., curbs, sidewalks, driveways, signal loops, fences, walls, sprinkler systems, signs, Utility installations, pavements, structures, etc.) which are damaged or removed as a result of the Contractor's or the Subcontractors' operations or as required by the Plans and Specifications.

The last paragraph of Subsection 7-9 of the Standard Specifications shall not be incorporated, and shall instead be replaced with the following:

All costs to the Contractor for protecting, removing, restoring, relocating, repairing, replacing, or reestablishing existing improvements shall be included in the Bid.

Section 7-12 of the Standard Specifications shall not be incorporated, and shall instead be replaced with the following:

The names, addresses and specialties of the Contractor, Subcontractors, architects or engineers may not be displayed on any signage within the public right-of-way. This signage prohibition includes advertising banners hung from truck beds or other equipment.

Otherwise, the provisions below shall supplement but not replace those provisions in Section 7 of the Standard Specifications.

#### *7-1 THE CONTRACTOR'S EQUIPMENT AND FACILITIES*

The use of excessively loud equipment and warning signals shall be avoided, except in those cases required for the protection of personnel.

#### *7-2 LABOR*

##### *7-2.2.1 Public Work*

The Contractor acknowledges that the Project is a "public work" as defined in Labor Code Section 1720 *et seq.* ("Chapter 1"), and that this Project is subject to (a) Chapter 1, including without limitation Labor Code Section 1771 and (b) the rules and regulations established by the Director of Industrial Relations ("DIR") implementing such statutes. The Contractor shall perform all Work on the Project as a public work. The Contractor shall comply with and be bound by all the terms, rules and regulations described in (a) and (b) as though set forth in full herein.

##### *7-2.2.2 Copies of Wage Rates*

Pursuant to Labor Code Section 1773.2, copies of the prevailing rate of per diem wages for each craft, classification, or type of worker needed to perform the Project are on file at City Hall and will be made available to any interested party on request. By initiating any Work on this Project, the Contractor acknowledges receipt of a copy of the DIR determination of such prevailing rate of per diem wages, and the Contractor shall post such rates at each job site covered by these Contract Documents.

##### *7-2.2.3 Failure to Pay Prevailing Rates*

The Contractor shall comply with and be bound by the provisions of Labor Code Sections 1774 and 1775 concerning the payment of prevailing rates of wages to workers and the penalties for failure to pay prevailing wages. The Contractor shall, as a penalty paid to the City, forfeit \$200.00 for each calendar day, or portion thereof, for each worker paid less than the prevailing rates as determined by the DIR for the work or craft in which the worker is employed for any public work done pursuant to these Contract Documents by the Contractor or by any Subcontractor.



#### 7-2.2.4 Apprentices

The Contractor shall comply with and be bound by the provisions of Labor Code Sections 1777.5, 1777.6 and 1777.7 and California Code of Regulations Title 8, Section 200 *et seq.* concerning the employment of apprentices on public works projects. The Contractor shall be responsible for compliance with these Sections for all apprenticeable occupations. Before commencing Work on this Project, the Contractor shall provide the City with a copy of the information submitted to any applicable apprenticeship program. Within 60 Days after concluding Work, Contractor and each of its Subcontractors shall submit to the City a verified statement of the journeyman and apprentice hours performed under this Contract.

#### 7-2.2.5 Debarment or Suspension

The Contractor shall not perform Work with any Subcontractor that has been debarred or suspended pursuant to California Labor Code Section 1777.1 or any other federal or State law providing for the debarment of contractors from public works. The Contractor and Subcontractors shall not be debarred or suspended throughout the duration of the Contract pursuant to Labor Code Section 1777.1 or any other federal or State law providing for the debarment of contractors from public works. If the Contractor or any Subcontractor becomes debarred or suspended during the duration of the Project, the Contractor shall immediately notify the City.

#### 7-2.3 Payroll Records

The Contractor shall comply with and be bound by the provisions of Labor Code Section 1776, which requires the Contractor and each Subcontractor to (1) keep accurate payroll records and verify such records in writing under penalty of perjury, as specified in Section 1776, (2) certify and make such payroll records available for inspection as provided by Section 1776, and (3) inform the City of the location of the records. The Contractor has ten days in which to comply subsequent to receipt of a written notice requesting these records, or as a penalty to the City, the Contractor shall forfeit \$100.00 for each Day, or portion thereof, for each worker, until strict compliance is effectuated. Upon the request of the Division of Labor Standards Enforcement, these penalties shall be withheld from progress payments then due.

#### 7-2.4 Hours of Labor

The Contractor acknowledges that eight hours labor constitutes a legal day's work. The Contractor shall comply with and be bound by Labor Code Section 1810. The Contractor shall comply with and be bound by the provisions of Labor Code Section 1813 concerning penalties for workers who work excess hours. The Contractor shall, as a penalty paid to the City, forfeit \$25.00 for each worker employed in the performance of this Project by the Contractor or by any Subcontractor for each calendar day during which such worker is required or permitted to work more than eight hours in any one calendar day and 40 hours in any one calendar week in violation of the provisions of Division 2, Part 7, Chapter 1, Article 3 of the Labor Code. Pursuant to Labor Code Section 1815, work performed by employees of the Contractor in excess of eight hours per day, and 40 hours during any one week shall be permitted upon public work upon compensation for all hours worked in excess of eight hours per day at not less than one and one-half times the basic rate of pay.

#### 7-2.5 Registration with the DIR

In accordance with Labor Code Sections 1725.5 and 1771.1, no contractor or Subcontractor shall be qualified to bid on, be listed in a bid proposal, subject to the requirements of Section 4104 of the Public Contract Code, or engage in the performance of any contract for public work, unless currently registered and qualified to perform public work pursuant to Section 1725.5.

#### 7-2.6 Compliance Monitoring and Posting Job Sites

This Project is subject to compliance monitoring and enforcement by the DIR. The Contractor shall post job site notices, as prescribed by regulation.

#### 7-2.7 Subcontractors

For every Subcontractor who will perform Work on the Project, the Contractor shall be responsible for such Subcontractor's compliance with Chapter 1 and Labor Code Sections 1860 and 3700, and the Contractor shall include in the written Contract between it and each Subcontractor a copy of the provisions in this Section 7-2 of the General Provisions and a requirement that each Subcontractor shall comply with those provisions. The Contractor shall be required to take all actions necessary to enforce such contractual provisions and ensure Subcontractor's compliance, including without limitation, conducting a periodic review of the certified payroll records of the Subcontractor and upon becoming aware of the failure of the Subcontractor to pay its workers the specified prevailing rate of wages. The Contractor shall diligently take corrective action to halt or rectify any failure.

#### 7-2.9 Prevailing Wage Indemnity

To the maximum extent permitted by law, the Contractor shall indemnify, hold harmless and defend (at the Contractor's expense with counsel reasonably acceptable to the City) the City, its officials, officers, employees, agents and independent contractors serving in the role of City officials, and volunteers from and against any demand or claim for damages, compensation, fines, penalties or other amounts arising out of or incidental to any acts or omissions listed in Section 7-2 of the General Provisions by any Person (including the Contractor, its Subcontractors, and each of their officials, officers, employees and agents) in connection with any Work undertaken or in connection with the Contract Documents, including without limitation the payment of all consequential damages, attorneys' fees, and other related costs and expenses. All duties of the Contractor under this Section 7-2.9 shall survive expiration or termination of the Contract.

### 7-3 *INSURANCE*

The Contractor shall at all times during the term of the Contract carry, maintain, and keep in full force and effect the insurance referenced in Section 7-3 of the Standard Specifications, as modified below.

#### 7-3.1.1 Acceptability of Insurers.

The insurance policies required under this Section 7-3 shall be issued by an insurer admitted to write insurance in the State of California with a rating of A:VII or better in the latest edition of the A.M. Best Insurance Rating Guide. Self insurance shall not be considered to comply with the insurance requirements under this Section 7-3.

#### 7-3.1.2 Additional Insured.

The City, its elected and appointed officials, officers, employees, attorneys, agents, designated volunteers, and independent contractors in the role of City officials, shall be the insured or named as additional insureds covering the Work, regardless of any inconsistent statement in the policy or any subsequent endorsement, whether liability is attributable to the Contractor or the City. The commercial general and automobile liability policies shall contain an endorsement naming City, its officers, employees, agents and volunteers as additional insureds.

#### 7-3.1.3 Primary and Non-Contributing.

The insurance policies required under this Section 7-3 shall apply on a primary non-contributing basis in relation to any other insurance or self-insurance available to the City. Any insurance or self-insurance maintained by the City, its officers, employees, agents or volunteers, shall be in excess of the Contractor's insurance and shall not contribute with it.

#### 7-3.1.4 Contractor's Waiver of Subrogation.

The insurance policies required under this Section 7-3 shall not prohibit the Contractor and the Contractor's employees, agents or Subcontractors from waiving the right of subrogation prior to a loss. The Contractor hereby waives all rights of subrogation against the City.

#### 7-3.1.5 Deductibles and Self-Insured Retentions.

Any deductibles or self-insured retentions must be declared to and approved by the City. At the City's option, the Contractor shall either reduce or eliminate the deductibles or self-insured retentions with respect to the City, or the Contractor shall procure a bond guaranteeing payment of losses and expenses.

#### 7-3.1.6 Cancellations or Modifications to Coverage.

The Contractor shall not cancel, reduce or otherwise modify the insurance policies required by this Section 7-3 during the term of the Contract. The commercial general and automobile liability policies required under the Contract shall be endorsed to state that should the issuing insurer cancel the policy before the expiration date, the issuing insurer will endeavor to mail 30 days' prior written notice to the City. If any insurance policy required under this Section 7-3 is canceled or reduced in coverage or limits, the Contractor shall, within two business days of notice from the insurer, phone, fax or notify the City via certified mail, return receipt requested, of the cancellation or changes to the policy.

#### 7-3.1.7 City Remedy for Noncompliance.

If the Contractor does not maintain the policies of insurance required under this Section 7-3 in full force and effect during the term of the Contract, or in the event any of the Contractor's policies do not comply with the requirements under this Section 7-3, the City may either immediately terminate the Contract or, if insurance is available at a reasonable cost, the City may, but has no duty to, take out the necessary insurance and pay, at the Contractor's expense, the premium thereon. The Contractor shall promptly reimburse the City for any premium paid by the City or the City may withhold amounts sufficient to pay the premiums from payments due to the Contractor.

#### 7-3.1.8 Evidence of Insurance.

At least two Working Days prior to the performance of Services under the Contract, the Contractor shall furnish the City's Risk Manager with a certificate or certificates of insurance and all original endorsements (both of which must reference the same Policy number), evidencing and effecting the coverages required under this Section 7-3. The endorsements are subject to approval by the City's Risk Manager. The Contractor may provide complete, certified copies of all required insurance policies to the City. The Contractor shall provide proof to the City's Risk Manager that insurance policies expiring during the term of the Contract have been renewed or replaced with other policies providing at least the same coverage. The Contractor shall furnish such proof at least two weeks prior to the expiration of the coverages.

The endorsements are to be signed by a person authorized by that insurer to bind coverage on its behalf. The endorsements must specifically name the City of Manhattan Beach and its elected and appointed officials, officers, employees, attorneys, agents, designated volunteers, and independent contractors in the role of City officials as insureds or additional insureds. The Contractor shall maintain current insurance certificates and endorsements on file with the City's Risk Manager at all times during the term of this Contract. The City reserves the right to require complete, certified copies of all required insurance policies at any time.

#### 7-3.1.9 Indemnity Requirements not Limiting.

Procurement of insurance by the Contractor shall not be construed as a limitation of Contractor's liability or as full performance of the Contractor's duty to indemnify the City under Section 7-4 of the Contract.

#### 7-3.1.10 Subcontractor Insurance Requirements.

The Contractor shall require each of its Subcontractors that perform Services under the Contract to maintain insurance coverage that meets all of the requirements of this Section 7-3.

#### 7-3.1.11 Replacement Insurance

The Contractor agrees that it will not cancel, reduce or otherwise modify the insurance coverage. The Contractor agrees that if it does not keep the required insurance in full force and effect, and such insurance is available at a reasonable cost, the City may take out the necessary insurance and pay the premium thereon, and the repayment thereof shall be deemed an obligation of the Contractor and the cost of such insurance may be deducted, at the option of the City, from payments due the Contractor. This shall be in addition to all other legal options available to the City to enforce the insurance requirements.

#### 7-3.1.12 Subcontractors

The Contractor shall ensure all Subcontractors and their employees are listed as additional insureds on all of the Contractor's insurance.

### 7-3.2 General Liability Insurance

Instead of the minimum limits listed in Section 7-3.2 of the Standard Specifications, the Contractor shall procure and at all times during the term of the Contract carry, maintain, and keep in full force and effect Commercial General Liability Insurance with a minimum limit of \$2,000,000.00 per



occurrence for bodily injury, personal injury and property damage and a general aggregate limit of \$2,000,000.00 per project or location. If the Contractor is a limited liability company, the commercial general liability coverage shall be amended so that the Contractor and its managers, affiliates, employees, agents and other persons necessary or incidental to its operation are insureds.

### 7-3.3 Workers' Compensation Insurance

Workers' Compensation Insurance as required by the State of California and Employer's Liability Insurance with a minimum limit of \$1,000,000.00 per accident for bodily injury or disease. If the Contractor has no employees while performing the Work under the Contract, a Workers' Compensation policy is not required, but the Contractor shall execute a declaration that it has no employees.

### 7-3.4 Automobile Insurance

Instead of the minimum limits listed in Section 7-3.4 of the Standard Specifications, the Contractor shall procure and at all times during the term of the Contract carry, maintain, and keep in full force and effect Automobile Liability Insurance for any owned, non-owned or hired vehicle used in connection with the performance of the Contract with a combined single limit of \$2,000,000.00 per accident for bodily injury and property damage. If the Contractor does not use any owned, non-owned or hired vehicles in the performance of the Work under this Contract, the Contractor shall obtain a non-owned auto endorsement to the Commercial General Liability policy required by Subsection 7-3.2.

## 7-4 *INDEMNIFICATION*

The following indemnity provisions shall supersede the indemnity in Section 7-3.1 of the Standard Specifications.

### 7-4.1 Indemnities for Third Party Claims.

To the fullest extent permitted by law, the Contractor shall, at its sole cost and expense, defend, hold harmless and indemnify the City and its elected officials, officers, attorneys, agents, employees, designated volunteers, successors, assigns and those City agents serving as independent contractors in the role of City officials (collectively "Indemnitees"), from and against any and all damages, costs, expenses, liabilities, claims, demands, causes of action, proceedings, expenses, judgments, penalties, liens, and losses of any nature whatsoever, including fees of accountants, attorneys, or other professionals and all costs associated therewith and the payment of all consequential damages (collectively "Liabilities"), in law or equity, whether actual, alleged or threatened, which arise out of, are claimed to arise out of, pertain to, or relate to the acts or omissions of the Contractor, its officers, agents, servants, employees, Subcontractors, materialmen, contractors or their officers, agents, servants or employees (or any entity or individual that the Contractor shall bear the legal liability thereof) in the performance of the Contract, including the Indemnitees' active or passive negligence, except for Liabilities arising from the sole negligence or willful misconduct of the Indemnitees, as determined by final arbitration or court decision or by the agreement of the Parties. The Contractor shall defend the Indemnitees in any action or actions filed in connection with any Liabilities with counsel of the Indemnitees' choice, and shall pay all costs and expenses, including all attorneys' fees and experts' costs actually incurred in connection with such defense. The Contractor shall reimburse

the Indemnitees for any and all legal expenses and costs incurred by Indemnitees in connection therewith.

#### 7-4.1.1 Taxes and Workers' Compensation

The Contractor shall pay all required taxes on amounts paid to the Contractor under the Contract, and indemnify and hold the City harmless from any and all taxes, assessments, penalties, and interest asserted against the City by reason of the independent contractor relationship created by the Contract. The Contractor shall fully comply with the Workers' Compensation law regarding the Contractor and the Contractor's employees. The Contractor shall indemnify and hold the City harmless from any failure of the Contractor to comply with applicable Workers' Compensation laws. The City may offset against the amount of any fees due to the Contractor under the Contract any amount due to the City from the Contractor as a result of the Contractor's failure to promptly pay to the City any reimbursement or indemnification arising under this Subsection 7-4.1.1.

#### 7-4.1.2 Subcontractor Indemnity Agreements

The Contractor shall obtain executed indemnity agreements with provisions identical to those in this Section 7-4 from each and every Subcontractor or any other person or entity involved by, for, with or on behalf of the Contractor in the performance of the Contract. If the Contractor fails to obtain such indemnity obligations, the Contractor shall be fully responsible and indemnify, hold harmless and defend the Indemnitees from and against any and all Liabilities at law or in equity, whether actual, alleged or threatened, which arise out of, are claimed to arise out of, pertain to, or relate to the acts or omissions of the Contractor's Subcontractor, its officers, agents, servants, employees, Subcontractors, materialmen, contractors or their officers, agents, servants or employees (or any entity or individual that the Contractor's Subcontractor shall bear the legal liability thereof) in the performance of the Contract, including the Indemnitees' active or passive negligence, except for Liabilities arising from the sole negligence or willful misconduct of the Indemnitees, as determined by final arbitration or court decision or by the agreement of the Parties.

#### 7-4.2 Workers' Compensation Acts not Limiting.

The Contractor's indemnifications and obligations under this Section 7-4, or any other provision of the Contract, shall not be limited by the provisions of any Workers' Compensation act or similar act. The Contractor expressly waives its statutory immunity under such statutes or laws as to the City, its officers, agents, employees and volunteers.

#### 7-4.3 Insurance Requirements not Limiting.

The City does not, and shall not, waive any rights that it may possess against the Contractor because of the acceptance by the City, or the deposit with the City, of any insurance policy or certificate required pursuant to the Contract. The indemnities in this Section 7-4 shall apply regardless of whether or not any insurance policies are determined to be applicable to the Liabilities, tax, assessment, penalty or interest asserted against the City.

#### 7-4.4 Survival of Terms.

The Contractor's indemnifications and obligations under this Section 7-4 shall survive the expiration or termination of the Contract.

#### 7-4.5 Civil Code Exception.

Nothing in this Section 7-4 shall be construed to encompass Indemnitees' sole negligence or willful misconduct to the limited extent that the underlying Contract is subject to Civil Code Section 2782(a) or the City's active negligence to the limited extent that the underlying Contract Documents are subject to Civil Code Section 2782(b), provided such sole negligence, willful misconduct or active negligence is determined by agreement between the parties or by the findings of a court of competent jurisdiction.

#### 7-4.6 Nonwaiver of Rights.

Indemnitees do not and shall not waive any rights that they may possess against the Contractor because the acceptance by the City, or the deposit with the City, of any insurance policy or certificate required pursuant to these Contract Documents. This indemnity provision is effective regardless of any prior, concurrent, or subsequent active or passive negligence by Indemnitees and shall operate to fully indemnify Indemnitees against any such negligence.

#### 7-4.7 Waiver of Right of Subrogation.

The Contractor, on behalf of itself and all parties claiming under or through it, hereby waives all rights of subrogation and contribution against the Indemnitees, while acting within the scope of their duties, from all Claims arising out of or incident to the activities or operations performed by or on behalf of the Contractor regardless of any prior, concurrent or subsequent active or passive negligence by Indemnitees.

#### 7-5 *PERMITS*

Before starting any construction work, the Contractor will be required to obtain all necessary permits from the City, which may include obtaining a no fee encroachment permit for Work within the public right-of-way, as well as all other permits required from all other agencies. Should this Project require construction of trenches or excavations which are five feet or deeper and into which a person is required to descend, the Contractor shall obtain a Cal/OSHA permit and furnish the City with a copy before Work can commence on this Project. The Contractor shall bear all cost for fees for all agencies except for the City's permit fees.

The Contractor shall procure all permits and licenses (including a City of Manhattan Beach business license), pay all charges and fees, and give all notices necessary and incidental to the due and lawful prosecution of the work. All City of Manhattan Beach permits required for the performance of the Contract shall be issued on a "no fee" basis. Permits required by other agencies shall be obtained by the City for all work within the City of Manhattan Beach.

#### 7-7 *COOPERATION AND COLLATERAL WORK*

The Contractor shall be responsible for coordinating all Work with the City's street sweeping, trash pick-up, and street maintenance contractors, emergency services departments, utility companies' crews, and others when necessary. Payment for conforming to these requirements shall be included in other items of Work, and no additional payment shall be made thereof.

## 7-8 WORKSITE MAINTENANCE

Clean-up shall be done as Work progresses at the end of each day and thoroughly before weekends. The Contractor shall not allow the Work site to become littered with trash and waste material, but shall maintain the same in a neat and orderly condition throughout the construction operation. Materials which need to be disposed shall not be stored at the Project site, but shall be removed by the end of each Working Day. If the job site is not cleaned to the satisfaction of the Engineer, the cleaning will be done or contracted by the City and shall be back-charged to the Contractor and deducted from the Contract Price.

The Contractor shall make arrangements for storing its equipment and materials. The Contractor shall make its own arrangements for any necessary off-site storage or shop areas necessary for the proper execution of the Work. Approved areas within Work site may be used for temporary storage; however, the Contractor shall be responsible for obtaining any necessary permits from the City. In any case, the Contractor's equipment and personal vehicles of the Contractor's employees shall not be parked on the traveled way or on any section where traffic is restricted at any time.

The Contractor shall deliver, handle, and store products in accordance with the manufacturer's written recommendations and by methods and means that will prevent damage, deterioration, and loss including theft. Delivery schedules shall be controlled to minimize long-term storage of products at the Project site and overcrowding of construction spaces. In particular, the Contractor shall provide delivery and installation coordination to ensure minimum holding or storage times for products recognized to be flammable, hazardous, easily damaged, or sensitive to deterioration, theft, and other sources of loss.

Storage shall be arranged to provide access for inspection. The Contractor shall periodically inspect to ensure products are undamaged and are maintained under required conditions.

The Contractor shall promptly remove from the vicinity of the completed Work, all rubbish, debris, unused materials, concrete forms, construction equipment, and temporary structures and facilities used during construction. Final acceptance of the Work by the City will be withheld until the Contractor has satisfactorily complied with the foregoing requirements for final clean-up of the Project site.

All costs associated with the clean-up and storage required to complete the Project shall be the sole responsibility of the Contractor.

Pursuant to the provisions of Section 7-8 and Section 7-10 of the Standard Specifications and these General Provisions, the Contractor is responsible for Project site maintenance and for public convenience and safety. Payment for compliance with these provisions is considered as included in the prices bid for other contract items.

The City, however, to maintain good public relations, may deem it necessary to require special Project site maintenance and public convenience and safety actions and work to be performed by the Contractor that are over and above those required by the provisions of Section 7-8 and Section 7-10 of the Standard Specifications and these General Provisions.

These actions and work shall be as directed by the Engineer in writing and payment for compliance therewith shall be on a cost plus basis for extra work per Section 3-3 of the Standard



Specifications and applied against the not-to-exceed bid item for "Special Project Site Maintenance and Public Convenience and Safety."

#### *7-10 SAFETY*

The provisions below shall supplement but not replace those provisions in Subsection 7-10 of the Standard Specifications.

##### *7-10.2 Haul Routes*

Subsection 7-10.3 of the Standard Specifications shall be deleted and replaced as follows:

The Contractor must obtain the Engineer's approval before using any haul routes. Further detail requirements for haul traffic are delineated in the Special Provisions.

##### *7-10.5.3 Steel Plate Covers*

The Contractor shall cover all openings, trenches and excavations at the end of each Work Day with steel plate covers.

#### *7-15 RECYCLING OF MATERIALS*

Subsection 7-15 is hereby added to the Standard Specifications as follows:

##### *7-15.1 Recycling of Asphalt Concrete, Portland Cement Concrete, Aggregate Base, and Green Waste are Required*

The records of disposal, including scale tonnages, shall be furnished to the City on a monthly basis. Failure to comply with the requirements of this Section will result in delay of progress payment.

##### *7-15.2 Contractor's Obligation*

The City is committed to a recycling program. If available, it is the obligation of the Contractor, under the Contract, to recycle the waste material through an approved recycling plant. Records and reports of waste recycle will be submitted to the City on a regular monthly basis.

### ***SECTION 8. FACILITIES FOR AGENCY PERSONNEL***

The provisions of Section 8 of the Standard Specifications shall apply except as modified herein. No field offices for City personnel shall be required; however, City personnel shall have the right to enter upon the Project at all times and shall be admitted to the offices of the Contractor to use the telephone, desk and sanitary facilities provided by the Contractor for its own personnel.

### ***SECTION 9. MEASUREMENT AND PAYMENT***

The provisions below shall supplement but not replace those provisions in Section 9 of the Standard Specifications.

### 9-1.1 General

Add the following at the end of Subsection 9-1.1:

All items of Work which are not designated on the Bid Schedule by the letters "F" or "LS" or words "Final" or "Lump Sum" shall have final pay quantities measured and paid for in accordance with the Standard Specifications and these General Provisions.

### 9-1.2 Methods of Measurement

The Contract Price shall constitute full compensation for all labor, equipment, materials, tools and incidentals required to complete the Project as outlined in these Contract Documents and as directed by the Engineer.

## 9-2 *LUMP SUM WORK*

Delete the first sentence of Subsection 9-2 and substitute the following:

Items of Work which are designated by the letters "LS" or the words "Lump Sum" in the Estimated Quantities column of the Bid Schedule shall be paid for at the price indicated in the Bid, unless the dimensions of the Work, as shown on the Plans, are revised by the Engineer. If such dimensions are revised and such revisions result in an increase or decrease in the quantity of such Work, the final payment for the lump sum item will be revised in proportion to the change in dimensions authorized by Change Order.

Add the following at the end of Subsection 9-2:

The Contractor shall submit a Work item breakdown of the Bid, described in the second paragraph of Subsection 9-2, "Lump Sum Work," of the Standard Specifications, within ten Working Days after award of the Contract and/or at any other time as required by the Engineer.

No guarantee is made regarding the amount of Work required to complete a lump sum item of Work.

### 9-2.1 Progress Payments for Lump Sum Items of Work

The word "Complete" in the Estimated Quantities column of the Bid Schedule for a lump sum item of Work shall mean that payment for that item will only be made after all Work for that item has been completed. The "%" symbol in the Estimated Quantities column of the Bid Schedule for a lump sum item of Work shall mean that progress payments for that item will be allowed based on the percentage of completion as determined by the Engineer in each pay period, typically every 30 days. (See Subsection 9-3.2 of the Standard Specifications and these General Provisions.)

## 9-3 *PAYMENT*

### 9-3.1 General

In accordance with Public Contract Code Section 7107, if no claims have been filed and are still pending, the amount deducted from the final estimate and retained by the City will be paid to the

Contractor except such amounts as are required by law to be withheld by properly executed and filed notices to stop payment, or as may be withheld for any other lawful purposes.

Whenever the Contractor is required to perform work or furnish equipment, labor, tools, and materials of any class for which no price is fixed in the proposal, it shall be understood that such work, equipment, labor, tools, and materials shall be provided without extra charge, allowance, or direct payment of any kind. The cost of performing such work or furnishing such equipment, labor, tools, and materials shall be included in the unit bid prices in the proposal most closely related to the work and no additional compensation will be made thereof.

If any portion of the work done or materials furnished under the Contract shall prove defective or not in accordance with the Specifications and Contract drawings, and if the imperfection in the same is not of sufficient magnitude or importance to make the work dangerous or undesirable, the Engineer shall have the right and authority to retain the work instead of requiring it to be removed and reconstructed, but he shall make such deductions therefor in the payment due the Contractor as may be just and reasonable.

Delete the tenth paragraph of Subsection 9-3.1 and substitute the following:

Not later than 60 days from the date of Final Acceptance, the five percent deducted and retained from each progress estimate (see Subsection 9-3.2 of the Standard Specifications and these General Provisions) by the City will be paid to the Contractor except such amounts as are required by law to be withheld by properly executed and filed notices to stop payment, or as may be authorized by the Contract to be further retained.

## 9-3.2 Partial and Final Payment

### 9-3.2.1 Monthly Closure Date and Invoice Date

The Contractor shall prepare and submit the form attached herewith (see Appendix I), or its own form in an identical format, to the Engineer for all requests for progress payments for the work performed in accordance with the provisions of the Contract during the preceding month. The progress payment request shall be submitted monthly, and shall be submitted no later than thirty calendar days after the end of the month in which the work associated with the progress payment was completed. The Contractor is required to submit the Conditional Waiver form (Appendix II) with the applicable monthly progress payment request.

### 9-3.2.2 Payments

The City shall make payments within 30 Days after receipt of the Contractor's undisputed and properly submitted payment request, including an updated construction schedule pursuant to Section 6-1.1 of the General Provisions. The City shall return to the Contractor any payment request determined not to be a proper payment request as soon as practicable, but not later than seven Days after receipt, and shall explain in writing the reasons why the payment request is not proper. Acceptance by the Contractor of the payment made in accordance with the final estimate shall be a release to the City, its officers, agents, and employees excepting only claims against the City for any amount withheld by it at the time of such payment.

### 9-3.2.3 Retention

The City shall withhold not less than five percent from each progress payment. The City shall withhold not less than five percent of the Contract Price from the Final Payment Amount (defined in Section 9-3.2.4) until at least 35 days after recordation of the Notice of Completion, or recordation of a notice of cessation, but not longer than the period permitted by Public Contract Code Section 7107.

In addition to retained percentage and liquidated damages, the City may withhold payments to the Contractor including for defective work not remedied and other valid claims against the Contractor.

### 9-3.2.4 Final Invoice and Payment

Whenever the Contractor shall have completely performed the Contract in the opinion of the Engineer, the Contractor shall submit to the Engineer a written statement of the final quantities of Contract items for inclusion in the final invoice. Upon receipt of such statement, the Engineer shall check the quantities included therein and shall authorize a payment amount, which in the Engineer's opinion shall be just and fair, covering the value of the total amount of Work done by the Contractor, less all previous payments and all amounts to be retained under the provisions of the Contract Documents ("Final Payment Amount"). The Contractor is required to submit the Conditional Waiver form (Appendix III) with the Final Payment request. The Engineer shall then request that the City accept the Work and that the City Clerk be authorized to file, on behalf of the City in the office of the County Recorder, a Notice of Completion of the Work herein agreed to be done by the Contractor. In addition, the final payment will not be released until the Contractor returns the control set of Plans and Specifications showing the redlined as-built conditions.

### 9-3.2.5 Substitute Security

In accordance with Public Contract Code Section 22300, the Contractor may request that it be permitted to substitute securities in lieu of having retention withheld by the City from progress payments when such payments become due or, in the alternative, the Contractor may request that the City make payments of earned retentions directly to an agreed upon designated escrow agent at the Contractor's expense. If the Contractor selects either one of these alternatives, the following shall control.

#### 9-3.2.5.1 Substitution of Securities for Performance Retention

At some reasonable time before any progress payment would otherwise be due and payable to the Contractor in the performance of Work under these Contract Documents, the Contractor may submit a request to the City in writing to permit the substitution of retentions with securities equivalent to the amount estimated by the City ("estimated amount of retention") to be withheld. The Contractor shall deposit such securities with the City or may, in the alternative, deposit such securities in escrow with a State or federally chartered bank in California, as the escrow agent, at the Contractor's expense. Such securities will be the equivalent or greater in value of the estimated amount of retention. If the Contract is modified by written Modifications or Change Orders or the Contractor otherwise becomes entitled to receive an amount more than the Contract Price at the time the securities are deposited, the Contractor shall, at the request of the City, deposit with the City or escrow agent, whichever is applicable, additional securities within a reasonable time so that the amount of securities on deposit with the City or escrow agent is equivalent or greater in value than the amount of retention the City would otherwise be entitled to

withhold from progress payments due or to become due to the Contractor as the Work progresses. The City shall withhold any retention amount that exceeds the security amount until the additional securities are deposited and, if the deposit is with an escrow agent, the City has confirmation from that escrow agent of the new total value of securities. Upon satisfactory completion of the Contract, which shall mean, among other things, that the City is not otherwise entitled to retain proceeds from progress payments as elsewhere provided in the Contract or under applicable law, the securities shall be returned to the Contractor. The City shall, within its sole discretion, determine whether the amount of the securities on deposit with the City or escrow agent is equal to or greater than the amount of estimated retention of progress payments that could otherwise be held by the City if the Contractor had not elected to substitute same with securities.

#### 9-3.2.5.2 Deposit of Retention Proceeds with an Escrow Agent

As an alternative to the substitution of securities, as provided above, or the City otherwise retaining and holding retention proceeds from progress payments, the Contractor may request the City to make payments of retentions earned directly to an escrow agent with the same qualifications as required in Section 9-3.2.5.1 above and at the expense of the Contractor. At its sole expense, the Contractor may direct the investment of such retention payments into only such securities as mentioned in Section 9-3.2.5.3 below and shall be entitled to interest earned on such investments on the same terms provided for securities deposited by the Contractor. Upon satisfactory completion of the Contract, which shall mean when the City would not otherwise be entitled to withhold retention proceeds from progress payments had the Contractor not elected to have such proceeds deposited into escrow, the Contractor shall be allowed to receive from the escrow agent all securities, interest and payments deposited into escrow pursuant to the terms of this Section. The Contractor shall pay to each Subcontractor, not later than ten Days of receipt of payment, the respective amount of interest earned, net of costs attributed to retention withheld from each Subcontractor, on the amount withheld to ensure performance of the Contractor.

#### 9-3.2.5.3 Subcontractor Entitlement to Interest

If the Contractor elects to receive interest on any moneys withheld in retention by the City, then the Subcontractor shall receive the identical rate of interest received by the Contractor on any retention moneys withheld from the Subcontractor by the Contractor, less any actual pro rata costs associated with administering and calculating that interest. In the event that the interest rate is a fluctuating rate, the rate for the Subcontractor shall be determined by calculating the interest rate paid during the time that retentions were withheld from the Subcontractor. If the Contractor elects to substitute securities in lieu of retention, then, by mutual consent of the Contractor and the Subcontractor, the Subcontractor may substitute securities in exchange for the release of moneys held in retention by the Contractor. The Contractor shall pay each Subcontractor, not later than ten Days after receipt of escrow moneys, the amount owed to each Subcontractor from the moneys plus the respective amount of interest earned, net of costs attributed to the retention held from each Subcontractor, on the amount of retention withheld to ensure performance of the Subcontractor.

#### 9-3.2.5.4 Securities Eligible for Investment

Securities eligible for investment shall include those listed in Government Code Section 16430, bank or savings and loan certificates of deposit, interest-bearing demand deposit accounts, standby letters of credit, or any other security mutually agreed upon between the Contractor and the City. The Contractor shall be the beneficial owner of any securities substituted for any monies withheld and shall receive any interest thereon.



#### 9-3.2.5.5 Escrow Agreement for Security Deposits in Lieu of Retention

The escrow agreement that shall be used for the deposit of securities in lieu of retention shall substantially conform to the form prescribed in Public Contract Code Section 22300(f).

#### 9-3.2.5.6 Inconsistencies with Prevailing Statutory Requirements

If there is any inconsistency between or differences in Public Contract Code Section 22300 and the terms of this provision, or any future amendments thereto, Section 22300 shall control.

### 9-4 AUDIT

The City or its representative shall have the option of inspecting and/or auditing all records and other written materials used by the Contractor in preparing its billings to the City as a condition precedent to any payment to the Contractor or in response to a construction claim or a Public Records Act (Government Code Section 6250 *et seq.*) request. The Contractor will promptly furnish documents requested by the City at no cost. Additionally, the Contractor shall be subject to State Auditor examination and audit at the request of the City or as part of any audit of the City, for a period of three and one-half years after Final Acceptance under the Contract. The Contractor shall include a copy of this Section 9-4 in all contracts with its Subcontractors, and the Contractor shall be responsible for immediately obtaining those records or other written material from its Subcontractors upon a request by the State Auditor or the City. If the Project includes other auditing requirements, those additional requirements will be listed in the Special Provisions.

## **SECTION 10. CONSTRUCTION AND DEMOLITION WASTE MANAGEMENT PLAN**

### 10.1 GENERAL

To ensure that solid waste generated in the City is reduced, reused or recycled, the Contractor shall submit a "Waste Management Plan" (WMP) to the Engineer for review and approval, using the form found at the end of this Section 10. After the WMP has been reviewed by the Engineer, it will be returned to the Contractor in one of the following four status conditions:

- "Approved"
- "Further Explanation Required": The Engineer will return the WMP to the Contractor with questions about the WMP. The Contractor shall resubmit plan with each of the City's questions answered thoroughly.
- "Denied": The Engineer will indicate the reasons for denial. The Contractor shall then re-submit a new WMP that complies with the requirements of this Section or request an Infeasibility Exemption.
- "Infeasibility Exemption Approved"

The Contractor shall follow the WMP and document results during demolition and construction. Final documentation shall be submitted at the end of the project to the Engineer for review of compliance with the original WMP. The amount deducted from the final estimate and retained by the City in accordance with Section 9.3.1 and 9.3.2 shall be withheld until final WMP is submitted to the City and approved by the City.

## 10-2 DEFINITIONS

- a) “Construction” means the building of any facility or structure or any portion thereof including any tenant improvements to an existing facility or structure.
- b) “Construction and Demolition Debris” means used or discarded materials removed from premises during construction of the Project.
- c) “Conversion Rate” means the rate set forth in the standardized Conversion Rate Table approved by the City Council pursuant to this Section for use in estimating the volume or weight of materials identified in a Construction and Demolition Waste Reduction and Recycling Plan.
- d) “Divert” means to use material for any purpose other than disposal in a landfill. Diversion credit is given for source reduction (waste reduction), recycling, and composting.
- e) “Diversion Requirement” means the diversion of at least 50% of the total Construction and Demolition Debris generated by a Project via reduction (source reduction), reuse or recycling, unless the Contractor has been granted an Infeasibility Exemption, in which case the Diversion Requirement shall be the maximum feasible diversion rate established by the Engineer.
- f) “Recycling” means the process of collecting, sorting, cleansing, treating, and reconstituting materials that would otherwise become solid waste, and returning them to the economic mainstream in the form of raw material for new, reused, or reconstituted products which meet the quality standards necessary to be used in the marketplace.
- g) “Renovation” means any change, addition, or modification in an existing structure.
- h) “Reuse” means further or repeated use of Construction or Demolition Debris. An example is the reuse of crushed concrete as road base or as aggregate on the construction site.
- i) “Salvage” means the controlled removal of Construction or Demolition Debris from project for the purpose of recycling, reuse, or storage for later recycling or reuse.
- j) “Construction and Demolition Waste Management Plan” means a completed form, approved by the Engineer for the purpose of compliance with this Section, submitted by the Contractor/Contractor for any Covered or Noncovered Project that indicates the estimated diversion that the Contractor/Contractor anticipates in diverting from disposal.
- k) “Construction and Demolition Waste Management Report” means a completed form, approved by the Engineer for the purpose of compliance with this Section, submitted by the Contractor for any Project that documents the disposal and diversion tonnages and destinations.

## 10-3 INFEASIBILITY EXEMPTION

- a) Application. If the Contractor experiences unique circumstances that the Contractor believes make it infeasible to comply with the Diversion Requirement, the Contractor shall apply for an exemption at the time that it submits the WMP. The Contractor shall indicate on the WMP the maximum rate of diversion the Contractor believes is feasible for each material and the

specific circumstances that the Contractor believes make it infeasible to comply with the Diversion Requirement.

b) The Engineer shall review the information supplied by the Contractor and may meet with the Contractor to discuss possible ways of meeting the Diversion Requirement. Based on the information supplied by the Contractor, the Engineer shall determine whether it is possible for the Contractor to meet the Diversion Requirement.

c) If the Engineer determines that it is infeasible for the Contractor to meet the Diversion Requirement due to unique circumstances, the Engineer shall determine the maximum feasible diversion rate for each material and shall indicate this rate on the WMP submitted by the Contractor. The Engineer shall return a copy of the WMP to the Contractor marked "Infeasibility Exemption Approved."

d) Denial of Exemption. If the Engineer determines that it is possible for the Contractor to meet the Diversion Requirement, the Engineer shall so inform the Contractor in writing. The Contractor will have 15 days to resubmit a new WMP. If the Contractor fails to resubmit a new WMP, or if the resubmitted WMP does not comply with the requirements of the plan, the Engineer shall deny the WMP.

#### 10-4 DIVERSION PROGRAM

The methodology used to calculate diversion is based on the Title 14, California Code of Regulations, Article 6.1 Solid Waste Generation Study, Section 18722 et seq, and is consistent with California Integrated Waste Management Board measurement protocols. The following equation defines the "Generation-Based Diversion Quantification Methodology":

$$\begin{aligned}\text{Generation} &= \text{Disposal} + \text{Diversion} \\ \text{Diversion Rate (\%)} &= \frac{\text{Diversion Tons}}{\text{Generation Tons}}\end{aligned}$$

#### 10-5 ADDITIONAL INFORMATION

Other materials to assist the Contractor in completing the WMP can be found on the City's website at [www.citymb.info](http://www.citymb.info).

- Construction and Demolition Debris Recycling Guide
- Construction and Demolition Recycling Brochure

The California Integrated Waste Management Board has also developed Technical Assistance Literature regarding construction and demolition waste reduction and recycling, which is available on-line at <http://www.ciwmb.ca.gov/ConDemo/>.

CITY OF MANHATTAN BEACH  
Construction & Demolition Waste Management Plan

As of January 1, 2011, Manhattan Beach Municipal Code 5.26 requires construction projects to reuse or recycle 65% of all construction site waste (ALL Demo & Roof tear-off projects, and ALL construction with a total value of \$100,000+). All haulers and contractors MUST have a business license in the City of Manhattan Beach.

**REQUIRED GOAL: REUSE OR RECYCLE A MINIMUM OF 65% OF ALL PROJECT WASTE**

**Instructions:**

1. Complete entire WMP & submit to the Project Manager as a project submittal.
2. Reuse and/or recycle at least 65% of all construction site waste and keep good records of all facility waste tickets.
3. Submit a copy of this WMP and ALL recycling and landfill facility weight tickets before Final Inspection to the Project Manager as a new project submittal. **A COPY OF THIS WMP AND RECEIPTS OF ALL RECYCLING AND DISPOSAL SHALL BE SUBMITTED BEFORE FINAL PAYMENT WILL BE MADE BY THE CITY.**

**Fines for Non-Compliance (MBMC 5.26.020): Demo projects up to \$5,000 and Construction projects up to \$10,000**

**Project Name:** \_\_\_\_\_

**Project Address:** \_\_\_\_\_

**Type of Project:**    ☐ Street Improvement       ☐ Water Main       ☐ Sewer Main  
                                 ☐ Storm Drain                   ☐ Other

**Total Bid Price:**       \$ \_\_\_\_\_

**Requesting Infeasibility Exemption:**       ☐ Yes       ☐ No

**Contractor Name:** \_\_\_\_\_ **Contract Name:** \_\_\_\_\_

**Address:** \_\_\_\_\_ **Contact Phone:** \_\_\_\_\_

**Recycler:** \_\_\_\_\_ **Recycler Contact:** \_\_\_\_\_

**Recycler Address:** \_\_\_\_\_ **Recycler Contact Phone:** \_\_\_\_\_

	CITY USE ONLY	
	Application (Date)	Final (Date)
Approved	_____	_____
Further explanation needed (see attached)	_____	_____
Denied	_____	_____
Infeasibility Exemption Approved	_____	_____
Reviewed By	_____	_____

Submit this form and the attached Waste Management Plan Table to:

**Engineering Division  
City of Manhattan Beach  
3621 Bell Avenue  
Manhattan Beach, CA 90266**

CITY OF MANHATTAN BEACH  
Construction & Demolition Waste Management Plan Table

Project Name: \_\_\_\_\_

Total Estimated Waste Generated by Project: \_\_\_\_\_ (**IN TONS**).  
(Ask your hauler, recycler or site cleanup vendor to assist you. Use receipts from your previous jobs for estimates.)

Complete and return with Building Permit Application				Complete and return with receipts prior to final building approval		
Material Type	Estimated Reused/ Recycled	Estimated Disposed/ Landfilled	Vendor or Facility to be Used (Destination)	Actual Reused/ Recycled	Actual Disposed/ Landfilled	Vendor or Facility Used (Destination)
Asphalt & Concrete						
Bricks/Masonry/Tiles						
Building Materials (doors, windows, fixtures, etc.)						
Cardboard						
Concrete Pavement and Grindings						
Drywall (new, unpainted)						
Asphalt Pavement Grindings						
Landscape Debris (Plant & Tree Trimmings)						
Scrap Metal						
Unpainted Wood & Pallets						
Other (painted wood & drywall, roofing, etc.)						
Mixed C&D*						
Trash/Garbage						
TOTAL						

\*Mixed C&D is defined as a mixture of three or more materials (e.g., wood, drywall, roofing, etc.) from construction or demolition sites that will be taken to a "qualified" facility for recycling. (See C&D Debris Recycling Guide.)

If you are requesting an infeasibility exemption and the estimated amount reused/recycled is less than 65%, please explain why (attach additional sheets if necessary):

If the actual amount reused/recycled is less than 50%, please explain why:

Prepared by (please print): \_\_\_\_\_

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

Contractor Signature: \_\_\_\_\_

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



## Conversion Rates

The following conversion rates are estimates. The ranges vary widely, depending on how the materials are handled (compacted, loose, chipped, etc.). Use the conversion factors and receipts from any previous projects to help you estimate the potential amount of materials and diversion. Take into consideration the type and load of vehicles that will be used to haul the materials. Ask your hauler or recycler to assist you in estimating these numbers.

<b>Material</b>	<b>Lbs/cy</b>	<b>Tons/cy</b>
Asphalt	1,400 lbs/cy	0.7 tons/cy
Brick	2,430 lbs/cy	1.21 tons/cy
Cardboard	100 lbs/cy	0.05 tons/cy
Concrete	2,600 lbs/cy (Sources range from 1,000 to 4,000)	1.3 tons/cy
Dirt/Soils	2,660 lbs/cy	1.33 tons/cy
Drywall	700 lbs/cy	0.35 tons/cy
Wood (chipped)	300 – 650 lbs/cy	0.15 – 0.3 tons/cy
Mixed C&D Debris	900 lbs/cy	0.45 tons/cy
Mixed Waste/Trash	100 – 350 lbs/cy	0.5 – 0.175 tons/cy

## **SECTION 11. ADDITIONAL TERMS**

### **11-1 NONDISCRIMINATORY EMPLOYMENT**

The Contractor shall not unlawfully discriminate against any individual based on race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, genetic information, marital status, sex, gender, gender identity, gender expression, age, sexual orientation or military and veteran status. The Contractor understands and agrees that it is bound by and will comply with the nondiscrimination mandates of all statutes and local ordinances and regulations.

### **11-2 NOTICE TO PROCEED**

Upon award of the Contract and signing the Contract Documents, the City shall issue the Contractor a Notice to Proceed. The City will not authorize any Work to be done under these Contract Documents before the Contract has been fully executed. Any Work that is done by the Contractor in advance of such time shall be considered as being done at the Contractor's own risk and responsibility, and as a consequence will be subject to rejection.

### **11-3 CONTRACTOR'S RESPONSIBILITY FOR WORK**

Until the final acceptance of the Work by the City as defined in Section 6-8.2 of the General Provisions, by written action of the Engineer, the Contractor shall have the charge and care thereof and shall bear the risk of injury or damage to any part of the Work by the action of the elements, criminal acts, or any other cause. The Contractor shall rebuild, repair, restore and make good all injuries or damages to any portion of the Work occasioned by any cause before its completion and acceptance and shall bear the expense thereof, except for such injuries or damages arising from the sole negligence or willful misconduct of the City, its officers, agents or employees. In the case of suspension of Work from any cause whatever, the Contractor shall be responsible for all materials and the protection of Work already completed, shall properly store and protect them if necessary, and shall provide suitable drainage and erect temporary structures where necessary.

### **11-4 PROCEDURE IN CASE OF DAMAGE TO PUBLIC PROPERTY**

Any portions of curb, gutter, sidewalk or any other City improvement damaged by the Contractor during the course of construction shall be replaced by the Contractor at its own cost. The cost of additional replacement of curb, gutter or sidewalk in excess of the estimated quantities shown in the Bid form and Specifications, and found necessary during the process of construction (but not due to damage resulting from carelessness on the part of the Contractor during its operation), shall be paid to the Contractor at the unit prices submitted in its Bid.

### **11-5 REMOVAL OF INTERFERING OBSTRUCTIONS**

The Contractor shall remove and dispose of all debris, abandoned structures, tree roots and obstructions of any character encountered during the process of excavation. It is understood that the cost of any such removals are made a part of the unit price bid by the Contractor under the item for excavation or removal of existing Work.

#### *11-6 SOILS ENGINEERING AND TESTING*

An independent certified materials testing firm must be retained by the Contractor to perform materials tests and applicable special inspections during the Contractor's entire operation to ascertain compliance with the Contract requirements. If the initial tests do not meet the Contract requirements, the Contractor shall bear the cost of all subsequent tests.

The Contractor shall provide a copy of the testing and inspection reports to the Engineer within 24 hours upon receipt.

If the City requires other tests or more specific requirements for testing regarding this Project, those details will be included in the Special Provisions.

#### *11-7 ACCESS TO PRIVATE PROPERTY*

Unless otherwise stated in the Special Provisions, the Contractor shall be responsible for all fees and costs associated with securing permission to access private property for any portion of the Project.

#### *11-8 WORKING DAYS AND HOURS*

The Contractor shall do all Work between the hours of 7:30 a.m. to 5:00 p.m., Monday through Friday. No Work will be allowed on Saturday, Sunday or City holidays listed on the City's website unless specifically mentioned in the Contract Documents or authorized by the City Engineer.

In addition, no Work will be allowed on any special election Day that may be declared. Should a special election Day be declared, a time extension of one Working Day will be granted for each such Day.

A permit may have other hours or Days for the Contractor to do the Work, and those hours and Days shall supersede any hours and Days written in this Section.

Whenever the Contractor is permitted or directed to perform night Work or to vary the period during which Work is performed during the Working Day, the Contractor shall give 24 hours' notice to the Engineer so that inspection may be provided. Also, a charge may be made to the Contractor for approved overtime or weekend inspections requested by the Contractor.

#### *11-9 CLAIM DISPUTE RESOLUTION*

In the event of any dispute or controversy with the City over any matter whatsoever, the Contractor shall not cause any delay or cessation in or of Work, but shall proceed with the performance of the Work in dispute. The Contractor shall retain any and all rights provided that pertain to the resolution of disputes and protests between the parties. The Disputed Work will be categorized as an "unresolved dispute" and payment, if any, shall be as later determined by mutual agreement or a court of law. The Contractor shall keep accurate, detailed records of all Disputed Work, claims and other disputed matters.

All claims arising out of or related to the Contract Documents or the Project, and the consideration and payment of such claims, are subject to the Government Claims Act (Government Code Section 810 *et seq.*) with regard to filing claims. All such claims are also subject to Public Contract Code Section 9204 and Public Contract Code Section 20104 *et seq.* (Article 1.5), where

applicable. The Contract hereby incorporates those provisions as though fully set forth herein. Thus, the Contractor or any Subcontractor must file a claim in accordance with the Government Claims Act as a prerequisite to filing a construction claim in compliance with Section 9204 and Article 1.5 (if applicable), and must then adhere to Article 1.5 and Section 9204, as applicable, pursuant to the definition of "claim" as individually defined therein.

#### *11-10 THIRD PARTY CLAIMS*

The City shall have full authority to compromise or otherwise settle any claim relating to the Project at any time. The City shall timely notify the Contractor of the receipt of any third-party claim relating to the Project. The City shall be entitled to recover its reasonable costs incurred in providing this notice.

#### *11-11 COMPLIANCE WITH LAWS*

The Contractor shall comply with all applicable federal, State and local laws, ordinances, codes and regulations in force at the time the Contractor performs pursuant to the Contract Documents.

#### *11-12 CONTRACTOR'S REPRESENTATIONS*

By signing the Contract, the Contractor represents, covenants, agrees, and declares under penalty of perjury under the laws of the State of California that: (a) the Contractor is licensed, qualified, and capable of furnishing the labor, materials, and expertise necessary to perform the services in accordance with the terms and conditions set forth in the Contract Documents; (b) there are no obligations, commitments, or impediments of any kind that will limit or prevent its full performance under the Contract Documents; (c) there is no litigation pending against the Contractor that could adversely affect its performance of the Contract, and the Contractor is not the subject of any criminal investigation or proceeding; and (d) to the Contractor's actual knowledge, neither the Contractor nor its personnel have been convicted of a felony.

#### *11-13 CONFLICTS OF INTEREST*

The Contractor agrees not to accept any employment or representation during the term of the Contract or within 12 months after acceptance as defined in Section 6-8.2 of the General Provisions that is or may likely make the Contractor "financially interested," as provided in Government Code Sections 1090 and 87100, in any decisions made by the City on any matter in connection with which the Contractor has been retained pursuant to the Contract Documents.

#### *11-14 APPLICABLE LAW*

The validity, interpretation, and performance of these Contract Documents shall be controlled by and construed under the laws of the State of California, excluding California's choice of law rules. Venue for any such action relating to the Contract shall be in the Los Angeles County Superior Court.

#### *11-15 TIME*

Time is of the essence in these Contract Documents.

#### *11-16 INDEPENDENT CONTRACTOR*

The Contractor and Subcontractors shall at all times remain, as to the City, wholly independent contractors. Neither the City nor any of its officials, officers, employees or agents shall have control over the conduct of the Contractor, Subcontractors, or any of their officers, employees, or agents, except as herein set forth, and the Contractor and Subcontractors are free to dispose of all portions of their time and activities that they are not obligated to devote to the City in such a manner and to such Persons that the Contractor or Subcontractors wish except as expressly provided in these Contract Documents. The Contractor and Subcontractors shall have no power to incur any debt, obligation, or liability on behalf of the City, bind the City in any manner, or otherwise act on behalf of the City as agents. The Contractor and Subcontractors shall not, at any time or in any manner, represent that they or any of their agents, servants or employees, are in any manner agents, servants or employees of the City. The Contractor and Subcontractors agree to pay all required taxes on amounts paid to them under the Contract, and to indemnify and hold the City harmless from any and all taxes, assessments, penalties, and interest asserted against the City by reason of the independent contractor relationship created by the Contract Documents. The Contractor shall include this provision in all contracts with all Subcontractors.

#### *11-17 CONSTRUCTION*

In the event of any asserted ambiguity in, or dispute regarding the interpretation of any matter herein, the interpretation of these Contract Documents shall not be resolved by any rules of interpretation providing for interpretation against the party who causes the uncertainty to exist or against the party who drafted the Contract Documents or who drafted that portion of the Contract Documents.

#### *11-18 NON-WAIVER OF TERMS, RIGHTS AND REMEDIES*

Waiver by either party of any one or more of the conditions of performance under these Contract Documents shall not be a waiver of any other condition of performance under these Contract Documents. In no event shall the making by the City of any payment to the Contractor constitute or be construed as a waiver by the City of any breach of covenant, or any default that may then exist on the part of the Contractor, and the making of any such payment by the City shall in no way impair or prejudice any right or remedy available to the City with regard to such breach or default.

#### *11-19 TERM*

The Contract is effective as of the Effective Date listed, and shall remain in full force and effect until the Contractor has fully rendered the services required by the Contract Documents or the Contract has been otherwise terminated by the City. However, some provisions may survive the term listed within this Section, as stated in those provisions.

#### *11-20 NOTICE*

Except as otherwise required by law, any notice or other communication authorized or required by these Contract Documents shall be in writing and shall be deemed received on (a) the day of delivery if delivered by hand or overnight courier service during the City's regular business hours or (b) on the third business day following deposit in the United States mail, postage prepaid, to the addresses listed on the Contractor's Bid and City Hall, or at such other address as one party may notify the other.



#### *11-21 SEVERABILITY*

If any term or portion of these Contract Documents is held to be invalid, illegal, or otherwise unenforceable by a court of competent jurisdiction, the remaining provisions of these Contract Documents shall continue in full force and effect.

## **SPECIAL PROVISIONS**

### **PART I: SPECIAL INSTRUCTIONS**

#### **TRAFFIC CONTROL REQUIREMENTS**

1. The Contractor shall obtain a City Permit for work performed in the right-of-way.
2. It is the responsibility of the Contractor performing work on a public street to install and maintain the traffic control devices according to the "Work Area Traffic Control Handbook", latest edition, or California MUTCD, to insure the safe movement of traffic and pedestrians through or around the work area and provide maximum protection and safety to construction workers. The Contractor shall submit a traffic control plan for approval prior to start of work for any conditions not covered by the WATCH or CA MUTCD.
3. FLASHING ARROW BOARD(S) ARE MANDATORY FOR LANE CLOSURES ON MAJOR STREETS. They shall operate until traffic control is removed.
4. All travel lanes shall be open until 8:30 a.m. and after 3:30 p.m. One travel lane in each direction shall be open at all times between 8:30 a.m. and 3:30 p.m. unless otherwise indicated on plan. Flaggers may be used if one lane in each direction cannot be kept open with the approval of the Traffic Engineer. All traffic lanes shall be open before and after work hours.
5. All open trenches shall be covered with non-skid steel plates or temporary asphalt pavement before and after work hours.
6. All signs, delineators, barricades, etc., shall conform to the State of California Standard Specifications latest edition, the California Department of Transportation "Manual of Traffic Control for Construction and Maintenance Work Zones: (latest edition), and the "WATCH", latest edition. All barricades shall be equipped with flashing/steady burn warning lamps at night. All cones, delineators, barricades, and "k" rail shall be reflectorized. All traffic control shall be kept in their proper position at all times, and shall be repaired, replaced, or cleaned as necessary to preserve their appearance and continuity. Any devices not part of the required traffic control or detours shall be removed from the view of the travelling public immediately.
7. The Contractor shall notify the Los Angeles County Metropolitan Transportation Authority (MTA) and Beach Cities Transit Bus Stops and Zones Dispatcher and any other affected transit services at least two working days prior to construction.
8. Where necessary, properly post "TEMPORARY NO PARKING ANYTIME" signs at least 72 hours before start of work. The Contractor shall notify the Police Department immediately upon posting signs.
9. Vehicular and pedestrian access to adjacent properties shall be provided at all times. Closed sidewalks shall be posted with "SIDEWALK CLOSED" signs at each approach to the closure and an approved alternate route provided.
10. Protect traffic signal detectors in place or replace within 5 calendar days of final paving. All detectors damaged by the work shall be replaced to the standards of the City Public Works

Department.

11. Notify Public Works Inspector (310) 802-5306, at least 48 hours prior to any construction in right-of-way. Notify Fire and Police Dispatch (310) 802-5166 prior to starting work or closing lanes/streets every day.

Any revisions to the traffic control plans or requirements shall be approved by the Traffic Engineer.

## **ADDITIONAL SPECIAL INSTRUCTIONS**

The contractor shall be responsible for the establishment, maintenance and decommission when considered appropriate by the Engineer of the following:

- **Protection and restoration of existing improvements:** contractor shall protect, relocate, repair, replace or re-establish all existing improvements within the project limits which are not designated for removal (i.e. signs, markings, striping, posts, curb, gutter, sidewalk, ADA detectable warning devices, asphalt, plants, irrigation infrastructure, fences, walls, structures, survey control monumentation, etc.) which are damaged or removed as a result of its operations or as required by the Plans and Specifications. Relocations, repairs, replacements or re-establishments shall be at least equal to the existing improvements and shall match such improvements in finish and dimensions at contractor's expense to the satisfaction of the Engineer.
- **Restoration of existing improvements:** all existing pavement markings and striping that are damaged or tarnished during construction due to the contractor's operation shall be restored per section 6 part 2 of the technical provisions.
- **Paths of travel:** contractor is required to provide a pedestrian management plan to show how pedestrians are detoured around each construction area.
- **Special coordination with Business Improvement Districts:**
  - Contractor is required to provide notices a month and then a week in advance of starting construction to all businesses within 500 feet of project location.
  - Contractor is required to meet with the representatives of Manhattan Beach North and Downtown Business Improvement Districts to discuss the impact and coordination of all construction activities.
- **Submittal by Contractor of Daily Report to City:** contractor is required to submit a completed "Contractor's daily report to City" form to the City every working day by 5:30 p.m. See the following page for the form to be submitted by Contractor.

### CONTRACTOR'S DAILY REPORT TO CITY

(Only the Contractor's Foreman or Superintendent is authorized to complete this form)

Project Name: \_\_\_\_\_ Project Location: \_\_\_\_\_  
Date: \_\_\_\_\_ Report No: \_\_\_\_\_ Start Time: \_\_\_\_\_ End Time: \_\_\_\_\_

Contractor's foreman / Superintendent: \_\_\_\_\_  
Name \_\_\_\_\_ Signature \_\_\_\_\_

Work accomplished


Equipment on site

Hours


Workers on site

Classification

Hours

Company


Note: it is the responsibility of the Contractor to provide this completed form to the City every working day by 5:30 p.m. without fail. Failure to do so may result in the corresponding payment application processing to be delayed.

## **PART II: STANDARD AND SPECIAL TECHNICAL PROVISIONS**

### **BID ITEMS**

Bid items as shown on the proposal form shall comply with the respective section of the latest edition of the Standard Specification for Public Works Construction, its supplements, and any other publication as specified or listed in the General Conditions. If there is a conflict between these inclusions and the Standard Specifications, these inclusions shall have precedence.

Reference Standards, in order of precedence:

1. These Project Plans and Provisions
2. City of Manhattan Beach Standard Plans
3. Standard Specifications for Public Works Construction (Green Book), 2015 Ed.
4. Standard Plans for Public Works Construction, 2012 Ed.
5. Caltrans Standard Specifications, 2015 Ed
6. Caltrans Standard Plans, 2015 Ed.
7. California Manual of Uniform Traffic Control Devices, 2014 Rev 2 Ed.
8. Work Area Traffic Control Handbook (WATCH), 2016 Ed.
9. 2016 California Building Code Title 24, Part 2, Volume 1, Chapter 11B for Accessibility

### **Section 1 - Mobilization**

#### **Bid Item 11**

GENERAL – Mobilization shall consist of all preparatory work and operations, including but not limited to those necessary for the movement of personnel, equipment, materials and incidentals to the project site(s) necessary for work on the project and for all other work and operations which must be performed or costs incurred including bonds, insurance, and financing prior to beginning work on contract items at the various project site locations. Mobilization is deemed to include all aspects of demobilization work occurring at the project completion.

Mobilization shall also include the time and labor to move the necessary construction equipment to and from job sites, supervisory time and the job by the Contractor's personnel to keep the construction site in a safe condition and all other related work as required for all non-working days during the course of construction. The contractor is responsible for securing an adequate storage site for all equipment and materials.

The Contractor shall have in the work site at all times, as its agent, a competent English speaking superintendent capable of reading and thoroughly understanding the plans, Specifications, other related documents, and directions from the Engineer.

In addition to the work outlined in section 300-1 CLEARING AND GRUBBING of the Standard Specification, the following items are included unless otherwise covered by a specific bid item:

1. Protection of all utilities whether underground or overhead, trees, landscape and hardscape, signs, curb & gutter,
2. Clearing and removal of debris from project site locations
3. Delay in work necessary to accommodate utility work by others
4. Minor miscellaneous removals of various items as necessary to perform work
5. Temporary chain link fence in and around project site locations as required to protect the public and property for duration of work



6. Other items of work necessary or as directed in these project plans and provisions, but not specifically mentioned elsewhere
7. Daily cleaning of work area and adjacent areas affected by project

**PAYMENT** – Payment shall be made per contract LUMP SUM bid price and shall include obtaining and paying for all permits and business licenses as required from the City of Manhattan Beach and other agencies as needed. The Contractor shall comply with the requirements specified of each license. Progress payments for this item shall be paid in accordance with the completion percentage of the project to the Contractor, and shall include the costs of mobilization, clearing and grubbing, demobilization and administration for the entire contract period.

Full compensation for clearing and grubbing shall be considered included in the various items of work that follow, and no additional compensation will be allowed.

## **Section 2 - Erosion Control Best Management Practices**

### **Bid Item 12**

**GENERAL** – Per the Federal Clean Water Act the Contractor is required to protect against pollution to the waters of the United States in regards to this project. This project will require the Contractor to implement Best Management Practices (BMP's) in accordance with the requirements of Section 11 - Storm Water Pollution Prevention of the special provisions. BMPs shall be built in accordance with the project plans and the Standard Specifications, section 7-8.6 Water Pollution Control.

The Contractor shall submit a Water Pollution Control Plan (WPCP) which outlines specific Best Management Practices to be used during construction to ensure that sediment and debris from storm runoff and construction activities does not enter storm drains. Some of the primary water pollution control measures anticipated for this project include, but are not limited to, covering all storm drain inlets in the project vicinity with water permeable fabric and gravel bags prior to performing any removal or construction operations; properly fueling and cleaning all equipment/vehicles off-site; maintaining an ample supply of gravel bags on-hand when excavating or constructing in the event of rain; properly covering all incoming material trucks and all out going debris hauling vehicles; providing restroom facilities for workers; and daily or more often street sweeping of the Work Area and Haul Routes to the satisfaction of the Engineer.

The Contractor shall confirm that all of the BMP's have been adequately detailed to address the anticipated construction operations. The proposed WPCP shall be submitted to the City within five (5) calendar days after the Notice to Proceed. No work will be allowed to begin without a City approved WPCP.

In addition to above, Storm Water Pollution Control Best Management Practices shall be designed and construction to be in accordance with the State Water Resources Control Board and the Los Angeles Regional Water Quality Control Board requirements as listed on their websites and as described in the United States Federal Clean Water Act. All BMPs used on the project site locations shall follow the CASQA Construction BMP Online Handbook and be pre-approved by the Engineer.

**PAYMENT** – Payment shall be made per contract LUMP SUM bid price and shall include obtaining and paying for all permits and business licenses as required from the City of Manhattan Beach and other agencies as needed. The Contractor shall comply with the requirements specified of each permitting agency. Progress payments for this item shall be paid in accordance

with the completion percentage of the project to the Contractor, and shall include the costs of inspection, maintenance, repair and upkeep of all BMPs and administration costs for the entire contract period.

Full compensation for keeping project site locations clean and free of dirt and debris shall be considered included in the various items of work that follow, and no additional compensation will be allowed.

### **Section 3 - Construction Area Traffic Control**

#### **Bid Item 13**

**GENERAL** - The Contractor shall provide and maintain all construction area traffic controls in accordance with Section 7-10 of the Standard Specifications and the latest edition of the California Manual of Uniform Traffic Control Devices (CA MUTCD), and all current supplements, these specifications, and as noted herein. The Contractor shall be responsible for providing temporary access to all driveways at all times unless approved in advance by the Engineer.

The Contractor shall provide and maintain all other signs, barricades, pedestals, flashers, delineators and other necessary facilities for the protection of the public within the limits of the construction area. The Contractor shall also post proper signs to notify the public regarding detours and the condition of the roadway, all in accordance with the provisions of the Vehicle Code and the CA MUTCD, latest edition.

Special emphasis shall be placed on use of "ROAD WORK AHEAD" C23(CA) signs at the beginning, end, and any access and/or intersection streets under construction. "NO PARKING" signs shall be required if the work areas of the project impact parking.

**NOTICES** - Contractor shall notify the following entities at least forty-eight (48) hours in advance of any street or sidewalk closures or access restrictions.

1. Fire Department
2. Police Department
3. Public Works Department
4. School District, individual Schools impacted, and School Bus Organizations
5. Disposal Company

The Contractor shall provide sufficient written notice to all affected property owners of the proposed construction schedule a minimum of 48 hours, but not more than 72 hours, in advance of any limitation or closure of access to their property. The Contractor shall submit a sample notification letter which shall contain the date and time of the closure, to the Engineer for review and approval prior to distribution. Damage to any such properties or utilities caused by Contractor's operations shall be corrected by the Contractor at no cost to the City. In the event of delay, whether beyond the control of the Contractor or not, the Contractor shall notify all affected property owners as to the extent of the delay and his revised schedule. In the event of delay over 72 hours, the Contractor shall re-notify the property owners as described above. "Notices" shall be furnished by Contractor.

**DELINEATORS** – Portable delineators, which conform to the CA MUTCD, latest edition, shall be spaced as necessary for proper delineation of the travel way. The spacing between delineators shall not exceed 15 feet. Lane transitions shall not be sharper than a 20 to 1 taper. If the delineators are damaged, displaced or do not remain in an upright position, from any cause, said

cones or delineators shall immediately be replaced or restored to their original location, in an upright position, by the Contractor.

Where construction detours and signing conflict with existing signing, the Contractor shall cover existing signs in a manner approved by the Engineer. The Contractor shall also provide temporary traffic restriping at the conclusion of each working day, if not sooner, as directed by the Engineer. This includes but is not limited to centerlines, painted medians or lane lines which are obliterated by construction.

The Contractor shall provide all temporary delineation as directed and approved by the Engineer. Temporary delineation shall include sandblasting of conflicting markings; installation and removal of temporary centerlines or lane lines, detour signing, barricading; and replacement of traffic lines and markings in their proper locations upon termination of detour. Conflicting existing and temporary striping, as required for traffic control during construction, shall be removed by the Contractor by using wet nozzle sandblasting methods with immediate cleanup of residues. Blacking out of pavement will not be allowed. Temporary reflective striping tape may be used, except that it shall not be applied to final asphalt surfaces. Said tape shall be removed from temporary surfaces prior to placement of additional and final asphalt surfaces.

LANE REQUIREMENTS - The Contractor shall conduct work and provide the necessary traffic control to provide the following: The Contractor shall ensure that access to all side streets and driveways are maintained at all times. Work in front of or within driveways and side streets shall be conducted in a manner where at no time is access to property denied without prior approval from the Engineer. Portions of driveway approaches that are not ready to be opened for traffic at the end of the workday shall be plated per the requirements noted in the previous paragraph.

MAINTENANCE - All existing stop signs, street name signs and regulatory signs shall be maintained in visible locations during construction and permanently relocated or removed as directed by the Engineer. Signs, which need not be maintained during construction or permanently removed, shall be salvaged to the Agency.

The Contractor shall maintain a 24-hour emergency service to remove, install, relocate, and maintain warning devices and shall furnish to the Engineer names, and telephone numbers of three persons responsible for this emergency service. In the event these persons do not promptly respond when notified, or it becomes necessary to call other forces to accomplish emergency service, the Contractor shall be responsible for any cost incurred.

Prior to the start of each work day, the Contractor shall perform all necessary work incidental to and commensurate with the proper signing, detouring, barricading, etc., heretofore and hereinafter specified that is required for that particular day's schedule of operations. No construction shall be permitted until such signing and detouring operations have been completed. Personal vehicles of the Contractor's employees shall only be parked in an allowed area as determined by the Engineer, and shall not be parked on the traveled way at any time, including any section closed to public traffic.

FLAGMEN - The Contractor shall furnish such competent flagmen as are necessary to give adequate warning to traffic or to the public of any dangerous conditions to be encountered. Flagmen, while on duty and assigned to give warning to the public that the roadway is under construction and of any dangerous conditions to be encountered as a result thereof, shall perform their duties and shall be provided with the necessary equipment in accordance with the Work Area Traffic Control Handbook (WATCH). All equipment shall be furnished and kept clean and in

good repair by the Contractor at their expense.

Should the Contractor be neglectful or negligent in furnishing warning and protective measures as stated above, the Engineer will direct attention to the existence of a hazard, and the necessary warning and protective measures shall be furnished and installed by the Contractor, at their expense. Should the Engineer point out the inadequacy of warning and protective measures, such action on the part of the Engineer shall not relieve the Contractor from responsibility for public safety or eliminate its obligation to furnish and pay for such devices.

**PAYMENT** – Payment shall be made per contract LUMP SUM bid price and shall include obtaining and paying for all Temporary Traffic Controls (TTCs) as required by the City of Manhattan Beach and the Engineer. The Contractor shall comply with the requirements specified of each permitting agency. Progress payments for this item shall be paid in accordance with the completion percentage of the project to the Contractor, and shall include the costs of inspection, maintenance, repair and upkeep of all TTCs and administration costs for the entire contract period.

#### **Section 4 - Removal and Construction of Portland Cement Concrete Sidewalk and Accessible Curb Ramps**

Bid Items 7 and 8

**GENERAL** - Curb Ramps shall be constructed per Caltrans Standard Plan A88A, case per plan. Adjacent sidewalk removal and replacement shall be necessary to construct the new ramps. Ramp construction shall include the removal and replacement of the entire sidewalk area and as shown on the plans, within the public right-of-way, and within the existing curb return unless otherwise directed by the Engineer. Curb ramp construction shall also include removal and replacement of adjacent curb & gutter as shown on project plans. Existing sidewalk adjacent to the new curb ramps with a width of less than 3 foot shall be removed and replaced to at least 3' wide as part of the curb ramp construction.

This work shall also consist of protecting existing adjacent improvements including landscape and hardscape, above or below ground structures/utilities. This includes saw cutting, removal, disposal and reconstruction of existing curb ramps. Refer to Section 12 entitled "Construction and Demolition Waste Management Plan" of these specifications for requirements for the recycling/disposal of construction debris.

**MATERIALS** - Concrete shall be Class 520-C-2500, and shall conform to the provisions of Section 201 of the Standard Specifications. Concrete of access ramp construction shall not be colored.

Detectable warning surface construction shall consist of furnishing and installing CBC compliant cast-in-place tactile tile modules with all new concrete curb ramps. Detectable warning surface shall be Vitrified Polymer Composite (VPC) Cast-In-Place Tactile Armor-Tile manufactured by Engineered Plastics Inc. (800.682.2525) or Engineer approved equal. The tile shall be homogeneous black in color throughout the tile and shall be 3'x4'. Prior to construction the Contractor shall submit to the Engineer for review the following items:

- A. Product Data: Submit manufacturer's literature describing products, installation procedures and routine maintenance.
- B. Materials Test Reports: Submit test reports from qualified independent testing laboratory indicating that materials proposed for use are in compliance with requirements and meet the properties indicated. All test reports shall be conducted on a cast-in-place tactile tile

system as certified by a qualified independent testing laboratory.

C. Maintenance Instructions: Submit copies of manufacturer's specified maintenance practices for each type of tactile tile and accessory as required.

The manufacturer shall provide a written five year warranty for prefabricated detectable warning surfaces, guaranteeing replacement when there is defect in the dome shape, color fastness, sound-on-cane acoustic quality, resilience, or attachment. The warranty period shall begin upon acceptance of the project.

**REMOVALS** - Removals shall conform to section 300-2 of the Standard Specifications and these specifications. Saw cutting of concrete shall be accomplished by the use of a power driven saw. The depth of cut shall be deep enough to produce a clean, straight break without loosening, cracking, or damaging adjoining asphalt or concrete. Waste material from saw cut operations shall be broom cleaned and vacuumed, and disposed of in accordance with section 12 entitled "Construction and Demolition Waste Management Plan" of the special provisions of these specifications. Cleaning of saw cut area by washing and directing waste to public storm drains shall not be permitted.

Existing concrete and miscellaneous removals shall be immediately removed from the project site and disposed of by the Contractor at his own expense at a legal dump and/or recycling site. Removal areas shall be adequately barricaded to the satisfaction of the Engineer. The Contractor shall take particular care when removing existing driveways and other improvement to prevent damage to existing lawns, trees, landscaping and sprinkler systems and above or below ground structures/utilities. Any damage to existing improvements to remain shall be repaired within 48 hours at the Contractor's expense.

**CONSTRUCTION** - Construction shall conform to the provisions of Section 303-5 of the Standard Specifications and these Special Provisions. The width of transition areas between existing and project improvements shall vary as needed to maintain drainage towards the street gutters and maintain drivability. The proposed back of curb shall be within a 1/4" in elevation to adjacent existing improvements and one foot of transitional width. Transitional widths should be adjusted to the nearest score if the existing score line or border is within 10' to the join location. All proposed transitional match work and limits shall be per the plans and as directed by the Engineer.

When any utility, such as but not limited to water meters, traffic or telecommunications boxes, or sewer, storm drain or electrical manholes, are encountered they shall be adjusted to finished grade prior to pouring concrete. At locations where mail boxes or other hardscape improvements exist, their anchorage into new sidewalk, as directed by the Engineer, shall be considered as incidental work and payment for this work shall be considered included in the unit prices for item which include removal and replacement of Portland cement concrete.

After forms are removed, the earth or landscaped areas adjacent to the new concrete improvements shall be immediately backfilled with clean fill dirt and hand-raked smooth and flush to match the surrounding grade. All curbs and curb and gutters shall be flow checked by the Contractor to ensure adequate drainage and witnessed and accepted by the Engineer.

The contractor shall be the responsibility for the installation of all accessories embedded in the concrete and for the provision of holes, sleeves, openings, etc, within the proposed concrete improvement area.



Asphalt concrete pavement replacement adjacent to proposed concrete improvements (where existing pavement is to remain) shall be reconstruction per section 302-5 of the Standard Specifications. Depth of AC reconstruction adjacent to new concrete improvements shall be 6 inches minimum and placed and compacted in multiple lifts no greater than 0.25 feet. Width shall be 1 foot minimum. Temporary AC paving, patching and ramping shall be provided at driveways and walks during interim construction conditions until the proposed roadway improvement are constructed.

Saw cutting of PCC and asphalt concrete to remain, shall be accomplished by the use of a power driven saw. The depth of cut shall be a minimum of  $\frac{1}{2}$ ", and deep enough to produce a clean, straight break without loosening, cracking, or damaging adjoining asphalt or concrete. Waste material from saw cut operations shall be broom cleaned or vacuumed, and disposed of in accordance with section 12 entitled "Construction and Demolition Waste Management Plan" of the special provisions of these specifications. Cleaning of saw cut area by washing and directing waste to public storm drains shall not be permitted. Existing concrete and miscellaneous removals shall be immediately removed from the project site and disposed of by the Contractor at his own expense at a legal dump and/or recycling site.

At curb returns, curb ramp limits shall be understood to be contained within a radial line from the BCR (beginning of curb return) to a radial line at the ECR (end of curb return), and to be, at a minimum, the same width as the existing adjacent sidewalk. In the event that a sidewalk joint is located three (3) feet or less to the radial line of the curb return on either side, then such portion of the sidewalk, from the radial line to that joint, shall be replaced. Such sidewalk work shall be included in the cost of the curb ramp and no additional compensation will be allowed therefore.

The Contractor shall be responsible to layout the proposed curb ramp to comply with the elevations and grades indicated on the project plans, and shall comply with the maximum grades shown on all referenced standard plans and details. Any deviations shall be brought to the attention of the Engineer prior to pouring concrete. Limits of the new curb ramp shall be reviewed and approved by the Engineer prior to saw cutting. Typical construction tolerances to construct the new curb ramp shall not apply and any maximum grades indicated on the project plans shall not be exceeded. The Contractor shall be responsible to remove and reconstruct curb ramps at his own cost if ramps are deemed noncompliant with project plans and these Special Provisions.

Where the type of curb ramp includes a retaining curb at the back of curb ramp to make up for a difference in elevation between the existing grade and curb ramp grade, the construction of said retaining curb shall be considered as part of the curb ramp work.

The Contractor shall verify, with a leveling device, that maximum ramp and sidewalk grades do not exceed maximum grades indicated on the project plans when marking the required saw cut removal limits, when setting the concrete forms, and prior to pouring concrete at any curb ramp locations. It shall be the Contractor's responsibility to supervise and utilize the proper experienced personnel to ensure that the proper saw cut limits are established for all curb ramp locations. The Engineer shall not be responsible to direct the Contractor's crews or otherwise serve in this management capacity. The Engineer shall be present to verify the concrete forms prior to the Contractor pouring any PCC construction improvements for the curb ramps.

The curb ramp construction work shall include all related adjustments of utilities, pull boxes, pull box covers, and protection of traffic signal poles and signs that fall within the proposed curb ramp construction limits. During all concrete pouring and finishing procedures, ensure adequate safety

guidelines are in place and that they are in accordance with the applicable industry and government standards.

While concrete is workable a steel trowel shall be used to trowel the concrete around the tile perimeter of the field level of the tile. During and after the tile installation and the concrete curing stage, it is imperative that there is no walking, leaning or external force placed on the tile to rock the tile, causing a void between the underside of the tile and concrete.

**Note:** Federal "ADA Standards for Accessible Guidelines" for Buildings and Facilities (ADAAG), Title 24 of the California Code of Regulations and local codes. Pedestrian Accessibility Guidelines for Highway Projects. California Department of Transportation Design Information Bulletin (DIB) 82-04.

#### *4.1 Remove & Construct Portland Cement Concrete Sidewalk and Curb Ramps*

**GENERAL** – Construction of concrete sidewalk and curb ramps shall be built in accordance with the project plans, referenced standard plans, and the Standard Specifications, section 302-6 Portland Cement Concrete Pavement.

**MEASUREMENT** - Measurement for new sidewalk shall be per square foot of surface area of new pavement. Measurement for curb ramp shall be per each existing sidewalk and curb removed and curb ramp constructed. Curb ramp improvements shall include the area of the entire curb ramp, including sidewalk transition areas, curb or curb & gutter and detectable warning surface.

**PAYMENT** – Payment for construction of various portland cement concrete (PCC) improvements shall be made at the contract bid unit price as shown in the bid schedule and shall include all related form work, integral items such as curb & gutter or sidewalks within curb returns & curb ramps, and shall be considered full compensation for furnishing all labor, materials, tools, equipment and incidentals to accomplish the work as specified in these project plans and provisions and no additional compensation shall be allowed.

### **Section 5 - Roadside Signs**

#### **Item 10**

**GENERAL** - This work shall consist of installing new signage and relocating existing signage as shown on the plans and as directed by the Engineer. Traffic signs shall be installed at the locations shown on the plans or where directed by the engineer, and shall conform to the provisions in Section 82-3, "Roadside Signs", of the 2015 Caltrans Standard Specifications, the latest edition of the California Sign Specifications and the latest edition of the CA MUTCD.

All new signs shall be furnished and installed by the Contractor. The sign sizes, messages, and colors shall conform to the latest edition of the Caltrans Specifications and CA MUCTD. The sign sizes shall be the standard size shown in the Sign Specifications unless shown otherwise on the plans. The sign backing material shall be anodized rolled sheet aluminum and shall be one piece with drilled holes for mounting.

All signs installed in parkways, sidewalks or pedestrian areas shall have a minimum of 7 feet of vertical clearance from the bottom of the lowest sign to the surrounding surface. All signs installed in raised median areas shall have a minimum vertical clearance of 4 feet from the existing surface unless shown otherwise on the plans.

When two signs are installed on one post, the signs shall be installed in the proper standard vertical positions unless shown otherwise on the plans. Regulatory, Warning and Guide signs shall be posted above parking restriction signs. The Engineer shall determine the proper order for multiple signs. Sign panels shall not be overlapped.

If signposts are not long enough to provide standard clearance for all signs a longer post shall be furnished and installed. Signs shall be installed at right angles to approaching traffic unless shown otherwise on the plans. In no case shall signs be installed on wood utility poles or on wood street light poles.

**MATERIALS** - Roadside signs shall be fabricated using 0.080-inch thick aluminum sheeting and traffic signal mast arm mounted signs shall be fabricated using 0.10-inch thick aluminum sheeting. ASTM Type XI (3M Diamond Grade Series 4090 DG3) reflective sheeting shall be used for new warning signs.

Reflective sheeting will be applied to the sign panel utilizing the method approved by the manufacturer of the sheeting and shall produce a durable bond equal to or greater than the strength of the reflective sheeting. No air pockets or bubbles shall exist between the sheeting and the aluminum backing. All sign panels furnished by the Contractor shall be new with no scratches or tears in the reflective sheeting.

No splice will be allowed in the sign panel reflective sheeting other than that which occurs in the manufactured roll of reflective sheeting on sign panels with a minor dimension of 48" or less. On all rectangular sign panels, the splice will be horizontal. No finished sign panel shall have more than one (1) splice and no splice will fall within 2" of the sign panel edge. When splices do occur, the adjoining reflective sheets shall be color matched under both incident and reflective light.

Section 82-3.02B, Metal Posts, shall be deleted and replaced with the following paragraph: New signs shall be installed using square tubing signpost (such as Unistrut, Telspar™, UltiMate or Agency-approved equal), anchors and anchor sleeves. Anchors and sleeves shall be embedded with no more than four holes exposed and no less than two holes exposed. The signpost, anchor and anchor sleeve shall be fully perforated galvanized square 12 gauge steel tubing. The signpost shall be 2 inch square, the signpost anchor shall be 2.25 inch square (all dimensions are nominal).

Section 82-3.02C, Wood Posts, shall be deleted. Section 82-3.02D, Laminated Wood Box Posts shall be deleted. The third paragraph of Section 82-3.02E, Sign Panel Fastening Hardware, shall be amended to read as follows: All new straps, saddle brackets, nuts, bolts, and washers shall be stainless steel. Each sign panel shall have a minimum of two rivets installed per sign. Each signpost shall utilize a minimum of two rivets to attach the sign post to the sign post anchor assembly. The fourth paragraph of Section 82-3.02E, Sign Panel Fastening Hardware, shall be deleted.

**CONSTRUCTION** - Section 82-3.03, Construction, shall be deleted and replaced with the following: The Contractor shall install new and relocate existing signs as noted on the plans, shall protect-in-place existing signs, posts and parking meters which are not to be removed, and shall replace any of these signs which are damaged during construction. Posts shall be installed in driven post anchors per the manufacturer's specifications. On existing pavement, install sign posts per the City's Public Works Department standard installation requirements. All signs that are not called out on the plans to be salvaged shall become property of the contractor.

All driven signpost anchors shall be completely removed and the signpost anchor assembly hole backfilled with clean fill dirt to match the existing surrounding grade (non-paved areas only). Driven signpost anchors in sidewalk or pavement areas shall be completely removed and backfilled with matching grout to the level of the surrounding grade.

Signposts with foundations in unpaved parkway area shall be completely removed and backfilled with clean fill dirt to match the grade of the surrounding area. Signposts located within sidewalk or other paved areas, shall core drill the sidewalk and remove the signpost to below sidewalk or paving then backfilled with concrete or paving material to match the existing.

**PAYMENT** – Payment for all removal and salvage of existing Roadside Signs and/or Posts shall be made at the contract bid unit price and shall include but not be limited to furnishing all labor, materials, tools, equipment, temporary traffic control and incidentals, and prep work and no additional compensation will be allowed.

## **Section 6 - Traffic Pavement Markings**

**GENERAL** - This work shall consist of installing pavement striping, legends and markers as shown on the plans and as directed by the Engineer. All work shall conform to the Caltrans Standard Specifications and Standard Plans, and the CA MUTCD.

**MATERIAL** - All pavement markings material shall conform to Section 84 of the Caltrans Standard Specifications and these Special Provisions. All raised pavement markers shall conform to Section 85 of the Caltrans Standard Specifications and these Special Provisions.

Existing blue raised pavement markers (RPMs) that are disturbed and/or covered shall be replaced with new blue RPMs. Note: These RPMs are utilized to assist the fire department in locating hydrants and are to be placed 6 inches from the street centerline at each hydrant. Blue 2-Way Blue Reflective Markers shall be Model 295-28 as manufactured by 3M Company or approved equal.

Hot-melt bituminous adhesive shall be used for the installation of all pavement markers in accordance with Section 85-1.020 of the Caltrans Standard Specifications and the manufacturer's recommendations.

**CONSTRUCTION** - All painted pavement striping and legends, and raised pavement markers shall conform to the size, dimensions and layouts as designated in the Caltrans Standard Plans and the Traffic Manual.

Final striping shall begin within 36 hours after final paving is in place and continue uninterrupted until complete. Failure to complete centerline and lane line restriping in a timely manner will result in the work being completed by the City at the Contractor's expense.

The Contractor shall "cat track" all striping, marker and legend layouts for the approval of the Engineer, prior to placement of any striping, stripes and pavement legends, with a minimum of 72 hours between coats.

All lines shall be clean and sharp as to dimensions. Ragged ends of segments, foginess along the sides or objectionable dribbling along the unstriped portions of the stripe shall be painted out with black paint to the satisfaction of the Engineer.

The Contractor shall take all reasonable precautions to protect the paint during drying time and shall be required to paint out all objectionable tracking.

No work shall be done when weather conditions restrict visibility to less than one mile or causes the pavement to be damp, or when designated by the Engineer.

The Contractor shall replace any traffic striping or legends damaged during the manhole and valve box adjustments as well as damage caused by the installation of traffic loop detection.

Contractor shall furnish and install raised pavement markings no later than 3 calendar days following traffic striping pursuant to the striping plans.

**PAYMENT** – Payment for all Traffic Control pavement markings shall be included as part of all the other bid items and shall include but not be limited to furnishing all labor, materials, tools, equipment, temporary traffic control and incidentals, and prep work and no additional compensation will be allowed.

### **Section 7 – Inroad Warning Lights and RRFB System**

Bid Items 1, 2, 3, 4, 5, 6 and 9

#### ***7.1 Construct In Road Warning Lights (IRWL)***

**GENERAL** - Construction of IRWL shall be built in accordance with the project plans and the latest edition of the CA MUTCD, Section 4N In-Roadway Lights. The IRWL shall be LaneLight MLK150 In-Road Warning Lights ([www.lanelight.com](http://www.lanelight.com)), per plans, or as approved by the City Traffic Engineer as equal.

**PAYMENT** – Payment for all In Road Warning Lights and associated wiring shall be made at the contract bid unit price and shall include but not be limited to furnishing all labor, materials, tools, equipment, temporary traffic control and incidentals, and prep work and no additional compensation will be allowed.

#### ***7.2 Construct Rectangular Rapid Flashing Beacons (RRFB) and Post, Solar Powered, with or without push button***

**GENERAL** - Construction of RRFBs on Post, Solar Powered shall be built in accordance with the project plans and the latest edition of the CA MUTCD, Chapter 4L Flashing Beacons. RRFB systems shall be LaneLight Modules ([www.lanelight.com](http://www.lanelight.com)), with or without push button per plans, one-sided or two-sided per plans, or as approved by City Traffic Engineer as equal.

**PAYMENT** – Payment for all RRFB's, posts and related equipment shall be made at the contract bid unit price and shall include but not be limited to furnishing all labor, materials, tools, equipment, temporary traffic control and incidentals, and prep work and no additional compensation will be allowed.

#### ***7.3 Construct Pedestrian Push Button and Post***

**GENERAL** - Construction of Ped Push Button on Post shall be built in accordance with the project plans and the latest edition of the CA MUTCD, Chapter 4L Flashing Beacons. RRFB systems shall be LaneLight ([www.lanelight.com](http://www.lanelight.com)), or as approved by City Traffic Engineer as equal. Work shall include all conduit and wiring construction in the raised concrete slab necessary for the



complete construction of the system.

PAYMENT – Payment for all Ped Push Buttons on Posts and related equipment shall be made at the contract bid unit price and shall include but not be limited to furnishing all labor, materials, tools, equipment, temporary traffic control and incidentals, and prep work and no additional compensation will be allowed.

*7.4 Construct 1" PVC Conduit under (E) Curb & Gutter*

PAYMENT – Payment for all 1" Conduit and associated wiring shall be made at the contract bid unit price and shall include but not be limited to furnishing all labor, materials, tools, equipment, temporary traffic control and incidentals, and prep work and no additional compensation will be allowed.

*7.5 Construct Wiring along Gutter Edge*

PAYMENT – Payment for all Wiring at Edge of Gutter shall be made at the contract bid unit price and shall include but not be limited to furnishing all labor, materials, tools, equipment, temporary traffic control and incidentals, and prep work and no additional compensation will be allowed.

# **APPENDIX I** **PROGRESS PAYMENT REQUEST FORM**

TO: CITY OF MANHATTAN BEACH  
Engineering Division, 1400 Highland Avenue, Manhattan Beach, CA 90266

PROJECT TITLE \_\_\_\_\_

PROJECT NO. \_\_\_\_\_

FROM: CONTRACTOR \_\_\_\_\_

Date \_\_\_\_\_

Address \_\_\_\_\_

Telephone \_\_\_\_\_

Submitted by \_\_\_\_\_

Progress Estimate # \_\_\_\_\_

Contract Award Amount \$ \_\_\_\_\_

No.	Description	Contract Quantity	Previous Quantity	Quantity This Estimate	Unit Price	Amount This Estimate	Total Quantity to Date	Total Amount to Date
1.								
2.								
3.								
4.								
5.								
6.								
7.								
8.								
9.								
10.								
11.								
12.								
13.								
14.								
	Total							
	Less Retention							
	Less Previous Billing(s)							
	Total Amount Due							

City Approval: \_\_\_\_\_

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

**NOTE:** An updated Project Schedule must be provided with each monthly progress payment in accordance with Section 6-1 of the General Provisions in addition to the applicable Conditional Waiver Form (sample in Appendix II & III) per Section 9 -3.1

**APPENDIX II  
CONDITIONAL WAIVER AND RELEASE ON PROGRESS PAYMENT**

**NOTICE: THIS DOCUMENT WAIVES THE CLAIMANT'S LIEN, STOP PAYMENT NOTICE, AND PAYMENT BOND RIGHTS EFFECTIVE ON RECEIPT OF PAYMENT. A PERSON SHOULD NOT RELY ON THIS DOCUMENT UNLESS SATISFIED THAT THE CLAIMANT HAS RECEIVED PAYMENT.**

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**Identifying Information**

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Name of Claimant:

Name of Customer:

Job Location:

Owner:

Through Date:

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**Conditional Waiver and Release**

This document waives and releases lien, stop payment notice, and payment bond rights the claimant has for labor and service provided, and equipment and material delivered, to the customer on this job through the Through Date of this document. Rights based upon labor or service provided, or equipment or material delivered, pursuant to a written change order that has been fully executed by the parties prior to the date that this document is signed by the claimant, are waived and released by this document, unless listed as an Exception below. This document is effective only on the claimant's receipt of payment from the financial institution on which the following check is drawn:

Maker of Check:

Amount of Check: \$

Check Payable to:

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**Exceptions**

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This document does not affect any of the following:

- (1) Retentions.
  - (2) Extras for which the claimant has not received payment.
  - (3) The following progress payments for which the claimant has previously given a conditional waiver and release but has not received payment:
    - Date(s) of waiver and release: \_\_\_\_\_
    - Amount(s) of unpaid progress payment(s): \$ \_\_\_\_\_
  - (4) Contract rights, including (A) a right based on rescission, abandonment, or breach of contract, and (B) the right to recover compensation for work not compensated by the payment.
- 

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**Signature**

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Claimant's Signature:

Claimant's Title:

Date of Signature:

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**APPENDIX III  
CONDITIONAL WAIVER AND RELEASE ON FINAL PAYMENT**

**NOTICE: THIS DOCUMENT WAIVES THE CLAIMANT'S LIEN, STOP PAYMENT NOTICE, AND PAYMENT BOND RIGHTS EFFECTIVE ON RECEIPT OF PAYMENT. A PERSON SHOULD NOT RELY ON THIS DOCUMENT UNLESS SATISFIED THAT THE CLAIMANT HAS RECEIVED PAYMENT.**

---

**Identifying Information**

---

Name of Claimant:

Name of Customer:

Job Location:

Owner:

Through Date:

---

**Conditional Waiver and Release**

This document waives and releases lien, stop payment notice, and payment bond rights the claimant has for labor and service provided, and equipment and material delivered, to the customer on this job. Rights based upon labor or service provided, or equipment or material delivered, pursuant to a written change order that has been fully executed by the parties prior to the date that this document is signed by the claimant, are waived and released by this document, unless listed as an Exception below. This document is effective only on the claimant's receipt of payment from the financial institution on which the following check is drawn:

Maker of Check:

Amount of Check: \$

Check Payable to:

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**Exceptions**

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This document does not affect any of the following:  
Disputed claims for extras in the amount of: \$

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**Signature**

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Claimant's Signature:

Claimant's Title:

Date of Signature:

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