

RFB NO. 309028



CONSTRUCTION DOCUMENTS PROJECT MANUAL

DANE COUNTY DEPARTMENT OF PUBLIC WORKS,
HIGHWAY AND TRANSPORTATION

PUBLIC WORKS ENGINEERING DIVISION
1919 ALLIANT ENERGY CENTER WAY
MADISON, WISCONSIN 53713

REQUEST FOR BIDS NO. 309028 EXTERIOR VESTIBULE DOORS REPLACEMENT / REPAIRS CITY-COUNTY BUILDING 210 MARTIN LUTHER KING JR. BLVD. MADISON, WISCONSIN

Opening Date / Time: **THURSDAY, OCTOBER 21, 2010 / 2:00 P.M.**

Location: **PUBLIC WORKS OFFICE**

Performance / Payment Bond: **100% OF CONTRACT AMOUNT**

Bid Deposit: **5% OF BID AMOUNT**

FOR INFORMATION ON THIS REQUEST FOR BIDS, PLEASE CONTACT:

STEVE RICHARDS, PROJECT ENGINEER
TELEPHONE NO.: 608/219-6339
FAX NO.: 608/267-1533
E-MAIL: RICHARDS.STEVEN@CO.DANE.WI.US

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LEGAL NOTICE

INVITATION TO BID

Dane County Public Works, Highway & Transportation Dept., 1919 Alliant Energy Center Way, Madison, WI 53713, will receive sealed Bids until:

2:00 P.M., THURSDAY, OCTOBER 21, 2010

REQUEST FOR BIDS NO. 309028

**EXTERIOR VESTIBULE DOORS REPLACEMENT / REPAIRS
CITY-COUNTY BUILDING
210 MARTIN LUTHER KING, JR. BLVD.
MADISON, WISCONSIN**

A Request for Bids package may be obtained at Dane County Public Works, Highway & Transportation Dept., 1919 Alliant Energy Center Way, Madison, WI 53713, by calling 608-266-4018, or downloading it from www.danepurchasing.com/rfps.aspx. Please call Steve Richards, Project Engineer, at 608-219-6339, for any questions or additional information.

Note: For project inspection, City-County Building entrances are open Monday through Friday (excluding legal holidays) 6:00 a.m. to 8:00 p.m.

All Bidders wishing to submit a Bid must be a registered vendor with Dane County and pay an annual registration fee. Complete Vendor Registration Form at www.danepurchasing.com or obtain one by calling 608-266-4131.

PUBLISH: OCTOBER 14 , 2010 – WISCONSIN STATE JOURNAL

OCTOBER 14 , 2010 – THE DAILY REPORTER

INSTRUCTIONS TO BIDDERS

**Exterior Vestibule Doors Replacement/Repairs
City-County Building
210 Martin Luther King Jr. Blvd.
Madison, Wisconsin**

1. SECURING DOCUMENTS

- A. Construction Documents may be obtained at:
Dane County Department of Public Works, Highway & Transportation
1919 Alliant Energy Center Way, Madison, Wisconsin 53713
608/266-4018
or at:
www.countyofdane.com/pwht/bid
- B. If Construction Documents are obtained from the Dane County web site, Bidder is responsible to check back regularly at the web site for Addenda.
- C. Deposit for Drawings and Specifications is not required.

2. BID REQUIREMENTS

- A. Bidder shall submit lump sum bid for providing all labor, equipment, tools and materials necessary to perform all Work described in Construction Documents.
- B. Envelope containing Bid shall be clearly marked as for this project (note title at top of page). Bids shall be delivered to:
Dane County Department of Public Works, Highway & Transportation
1919 Alliant Energy Center Way
Madison, Wisconsin 53713
- C. One (1) Bid Form shall be submitted with your Bid. Bid Form is provided with Construction Documents; no other form or letter shall be accepted.
- D. Bidders shall not add any conditions, escalator clauses or qualifying statements to Bid Form.
- E. Erasures or other changes to Bid must be explained or noted, and shall be accompanied by initials of bidder.
- F. Legally authorized official of bidder's organization shall sign Bids.
- G. Bidder's organization shall submit completed Fair Labor Practices Certification form, included in these Construction Documents.
- H. Bid Bond shall be made payable to Dane County in amount of five percent (5%) of bid amount. Bid Bond shall be either certified check or bid bond issued by surety licensed to conduct business in the State of Wisconsin. Successful bidder's Bid Bond shall be retained until Contract is signed and required Performance / Payment Bond is submitted.

Bids shall be binding on bidder for sixty (60) days after Bid Opening. Bid Bond must be submitted with Bid.

- I. Successful bidder shall furnish and pay for Performance / Payment Bond as called for in Conditions of Contract.

3. INQUIRIES

- A. Written inquiries regarding intent of Construction Documents should be directed to:
Steve Richards, Project Engineer
Dane County Department of Public Works, Highway & Transportation
1919 Alliant Energy Center Way, Madison, Wisconsin 53713
Fax: 608/267-1533
Email: Richards.steven@co.dane.wi.us
- B. Bidders shall bring questions, discrepancies, omissions, conflicts or doubt as to meaning of any part of Construction Documents to attention of Department of Public Works, Highway & Transportation at least five (5) days before due date for Bids. Prompt clarification of intent of Construction Documents shall be made available to bidders in form of Addendum. Bidder shall acknowledge all Addenda on Bid Form.
- C. Failure to request clarification of interpretation of Construction Documents shall not relieve bidders of their responsibilities to perform Work.

4. EXAMINATION OF SITE

- A. For a project inspection, City-County Building entrances are open Monday through Friday (excluding legal holidays) 6:00 a.m. to 8:00 p.m. No coordination is necessary to visit site.

5. ALTERNATES

- A. Each bidder shall carefully read requests for alternate bids. Thoroughly examine Drawings and Specifications to determine to what extent various changes and conditions affect Bids. Base Bid shall be considered void if alternate bids are not submitted in space available on Bid Form. Award of Contract shall be based on amount of lowest qualified Base Bid and additive Owner accepted alternates.
- B. Bidders shall state amount to be added or deducted from Base Bid for making changes, including all incidentals, omissions, additions, and adjustments as may be necessary of required by stated alternates.
- C. See Bid Form, Section 01000 - Basic Requirements, and indicated specification sections for alternates included in this project.

6. WITHDRAWAL OF BIDS

- A. Any bidder may withdraw their Bid any time prior to Bid Opening. Withdrawn Bids shall be returned unopened.

7. BID DUE DATE

A. See Legal Notice (advertisement).

8. COMMENCEMENT AND COMPLETION OF WORK

A. Work shall commence by April 1, 2010.

B. Work shall be completed by April 29, 2010.

9. RESERVATION

A. Dane County reserves the right to reject any or all Bids, to waive any informalities in the Bid, and to accept any Bid which shall be in the best interest of Dane County.

BID FORM

BID NO. 309028

**PROJECT: EXTERIOR VESTIBULE DOORS REPLACEMENT/REPAIRS
CITY-COUNTY BUILDING**

**TO: DANE COUNTY DEPARTMENT OF PUBLIC WORKS, HIGHWAY &
TRANSPORTATION PROJECT ENGINEER
1919 ALLIANT ENERGY CENTER WAY
MADISON, WISCONSIN 53713**

BASE BID - LUMP SUM:

Work includes demolition of existing entrance doors on Carroll Street, doors 113-114, and replacement with new wide stile aluminum entrance doors, frames, and door hardware. Work also includes replacement of stainless steel frames and reinstallation of existing doors at Wilson Street entrance, doors 110-112. Doors 101-109 shall be furnished with replacement hardware, adjusted, and repaired as specified. The undersigned, having examined the site where the Work is to be executed and having become familiar with local conditions affecting the cost of the Work and having carefully examined the Drawings and Specifications, all other Construction Documents and Addenda thereto prepared by Dane County Department of Public Works, Highway & Transportation hereby agrees to provide all design expertise, labor, materials, equipment and services necessary for the complete and satisfactory execution of the entire Work, as specified in the Construction Documents, for the Base Bid stipulated sum of:

_____ and _____/100 Dollars
Written Price

\$ _____
Numeric Price

ALTERNATE BID 1 – UNIT PRICING: AUTOMATIC DOOR OPERATORS:

Provide unit price for furnishing new automatic door operator for double leaf doors with two wall mounted radio controlled switches, and all associated electrical work.

_____ and _____/100 Dollars
Written Price

\$ _____
Numeric Price

ALTERNATE BID 2 – LUMP SUM: REPLACE DOORS 110-112 WITH ALUMINUM ENTRANCE DOORS:

Provide pricing for replacement of Wilson St. entrance, doors 110-112 with new aluminum wide stile doors and frame.

ADD or **DEDUCT**

(Circle add or deduct)

_____ and _____/100 Dollars
Written Price

\$ _____
Numeric Price

ALTERNATE BID 3 – LUMP SUM: EXTENDED WARRANTY:

Provide pricing for providing 3 year extended warranty period in lieu of 1 year warranty period.

_____ and _____/100 Dollars
Written Price

\$ _____
Numeric Price

Receipt of the following addenda and inclusion of their provisions in this Bid is hereby acknowledged:

Addendum No(s). _____ through _____

Dated _____

Dane County Administration / Facilities Management must have this project completed by April 29, 2010. Assuming this Work can be started by April 1, 2010, what dates can you commence and complete this job?

Commencement Date: _____ Completion Date: _____
(final, not substantial)

I hereby certify that all statements herein are made on behalf of:

(Name of Corporation, Partnership or Person submitting Bid)

Select one of the following:

1. A corporation organized and existing under the laws of the State of _____, or
2. A partnership consisting of _____, or
3. A person conducting business as _____;

Of the City, Village, or Town of _____ of the State of _____.

I have examined and carefully prepared this Bid from the associated Construction Documents and have checked the same in detail before submitting this Bid; that I have full authority to make such statements and submit this Bid in (its) (their) (my) behalf; and that the said statements are true and correct. In signing this Bid, we also certify that we have not, either directly or indirectly, entered into any agreement or participated in any collusion or otherwise taken any action in restraint of free competition; that no attempt has been made to induce any other person or firm to submit or not to submit a Bid; that this Bid has been independently arrived at without collusion with any other bidder, competitor, or potential competitor; that this Bid has not been knowingly disclosed prior to the opening of Bids to another bidder or competitor; that the above statement is accurate under penalty of perjury.

(Bid is invalid without signature)

Print Name: _____ Date: _____

Title: _____

Address: _____

Telephone No.: _____ Fax No.: _____

Email Address: _____

Contact Person: _____

THIS PAGE IS FOR BIDDERS' REFERENCE AND NEED NOT BE SUBMITTED WITH BID FORM.

BID CHECK LIST:

These items **must** be included with Bid:

Bid Form

Bid Bond

Fair Labor Practices Certification

BIDDERS SHOULD BE AWARE OF THE FOLLOWING:

DANE COUNTY VENDOR REGISTRATION PROGRAM

Any person bidding on any County contract must be registered with the Dane County Purchasing Division & pay an annual registration fee. A contract will not be awarded to an unregistered vendor. Obtain a *Vendor Registration Form* by calling 608/266-4131 or complete a new form or renewal one online at:

www.danepurchasing.com/registration

DANE COUNTY BEST VALUE CONTRACTING PRE-QUALIFICATION

Contractors must be pre-qualified as a Best Value Contractor with the Dane County Public Works Engineering Division before the award of contract. Obtain a *Best Value Contracting Application* by calling 608/266-4018 or complete one online at:

www.co.dane.wi.us/pwht/BVC_Application.aspx

EQUAL BENEFITS REQUIREMENT

By submitting a Bid, the contractor acknowledges that a condition of this contract is to provide equal benefits as required by Dane County Code of Ordinances Chapter 25.016. Contractor shall provide equal benefits as required by that Ordinance to all required employees during the term of the contract. For more information:

www.danepurchasing.com/partner_benefit.aspx

FAIR LABOR PRACTICES CERTIFICATION

The undersigned, for and on behalf of the BIDDER, APPLICANT or PROPOSER named herein, certifies as follows:

A. That he or she is an officer or duly authorized agent of the above-referenced BIDDER, APPLICANT or PROPOSER, which has submitted a proposal, bid or application for a contract with the county of Dane.

B. That BIDDER, APPLICANT or PROPOSER has (check one):

_____ not been found by the National Labor Relations Board (“NLRB”) or the Wisconsin Employment Relations Commission (“WERC”) to have violated any statute or regulation regarding labor standards or relations in the seven years prior to the signature date of this Certification.

_____ been found by the National Labor Relations Board (“NLRB”) or the Wisconsin Employment Relations Commission (“WERC”) to have violated any statute or regulation regarding labor standards or relations in the seven years prior to the signature date of this Certification.

Officer or Authorized Agent Signature

Date

Printed or Typed Name and Title

Printed or Typed Business Name

NOTE: You can find information regarding the violations described above at: www.nlr.gov and werc.wi.gov.

For reference, Dane County Ordinance 25.11(28)(a) is as follows:

(28) BIDDER RESPONSIBILITY. (a) Any bid, application or proposal for any contract with the county, including public works contracts regulated under chapter 40, shall include a certification indicating whether the bidder has been found by the National Labor Relations Board (NLRB) or the Wisconsin Employment Relations Committee (WERC) to have violated any statute or regulation regarding labor standards or relations within the last seven years. The purchasing manager shall investigate any such finding and make a recommendation to the committee, which shall determine whether the conduct resulting in the finding affects the bidder’s responsibility to perform the contract.

If you indicated that the NLRB or WERC have found you to have such a violation, you must include copies of any relevant information regarding such violation with your proposal, bid or application.



DANE COUNTY DEPARTMENT of PUBLIC WORKS, HIGHWAY and TRANSPORTATION

County Executive
Kathleen M. Falk

1919 Alliant Energy Center Way • Madison, Wisconsin 53713
Phone: (608) 266-4018 • FAX: (608) 267-1533

Commissioner / Director
Gerald J. Mandli

BEST VALUE CONTRACTING APPLICATION

CONTRACTORS / LICENSURE APPLICANTS

The Dane County Department of Public Works requires all contractors to be pre-qualified as a best value contractor with the County prior to being awarded a contract. In addition, the County pre-qualifies potential contractors and sub-contractors who wish to work on County contracts. Subcontractors must become pre-qualified ten (10) days prior to commencing work under any Dane County Public Works Contract. Potential subcontractors are urged to become pre-qualified as early as possible. This document shall be completed, properly executed, along with the necessary attachments and additional information that the County requires for the protection and welfare of the public in the performance of a County contract.

Contractors or subcontractors of any tier who attain prequalification status will retain that status for a period of two (2) years from the date of qualification. Contractors shall notify the Dane County Department of Public Works, Highway & Transportation within 15 days of any changes to its business or operations that are relevant to the prequalification application. Failure to do so could result in suspension, revocation of the contractor's prequalification, debarment from County contracts for up to three years and / or other sanctions available under the law.

No contracts will be awarded for construction work performed on Dane County projects unless the contractor is currently approved as a Wisconsin Trade Trainer or has applied for approval as an Apprenticeship Trade Trainer to the Wisconsin Department of Workforce Development and agrees to an acceptable apprenticeship program. If you are not currently approved as a Wisconsin Trade Trainer, or have not applied for approval as an Apprenticeship Trade Trainer, please contact the Department of Workforce Development - Bureau of Apprenticeship Standards at 608/266-3133 or visit their web site at: dwd.wisconsin.gov/apprenticeship/.

EXEMPTIONS

- Contractors or subcontractors of any tier attain prequalification status with Dane County if the contractor has current Executive Order 108 precertification status with the State of Wisconsin.
- Contractors who employ less than five (5) apprenticeable trade workers are not required to prequalify.
- Contractors performing work that does not apply to an apprenticeable trade, as outlined in Appendix A.
- The contractor / subcontractor provides sufficient documentation to demonstrate one or more of the following:
 - apprentices are not available in a specific geographic area;
 - the applicable apprenticeship program is unsuitable or unavailable; or
 - there is a documented depression of the local construction market which prevents compliance.

| SEC. | PROOF OF RESPONSIBILITY | CHECK IF APPLICABLE |
|------|---|--|
| 1 | Does your firm possess all technical qualifications and resources, including equipment, personnel and financial resources, necessary to perform the work required for any project or obtain the same through the use of responsible, prequalified subcontractors? | Yes: <input type="checkbox"/> No: <input type="checkbox"/> |
| 2 | Will your firm possess all valid, effective licenses, registrations or certificates required by federal, state, county, or local law, which are necessary for the type of work to be performed including, but not limited to, those for any type of trade work or specialty work? | Yes: <input type="checkbox"/> No: <input type="checkbox"/> |
| 3 | Will your firm meet all bonding requirements as required by applicable law or contract specifications? | Yes: <input type="checkbox"/> No: <input type="checkbox"/> |
| 4 | Will your firm meet all insurance requirements as required by applicable law or specifications, including general liability insurance, workers compensation insurance and unemployment insurance requirements? | Yes: <input type="checkbox"/> No: <input type="checkbox"/> |
| 5 | Will your firm maintain a substance abuse policy for employees hired for public works contracts that comply with Wis. Stats. Sec. 103.503? | Yes: <input type="checkbox"/> No: <input type="checkbox"/> |
| 6 | Does your firm acknowledge that it must pay all craft employees on public works projects the wage rates and benefits required under Section 66.0903 of the Wisconsin Statutes? | Yes: <input type="checkbox"/> No: <input type="checkbox"/> |
| 7 | Will your firm fully abide by the equal opportunity and affirmative action requirements of all applicable laws, including County ordinances? | Yes: <input type="checkbox"/> No: <input type="checkbox"/> |
| 8 | In the past three (3) years, has your firm had control or has another corporation, partnership or other business entity operating in the construction industry controlled it? If so, please attach a statement explaining the nature of the firm relationship? | Yes: <input type="checkbox"/> No: <input type="checkbox"/> If Yes, attach details. |
| 9 | In the past three (3) years, has your firm had any type of business, contracting or trade license, certification or registration revoked or suspended? | Yes: <input type="checkbox"/> No: <input type="checkbox"/> If Yes, attach details. |
| 10 | In the past three (3) years, has your firm been debarred by any federal, state or local government agency? | Yes: <input type="checkbox"/> No: <input type="checkbox"/> If Yes, attach details. |
| 11 | In the past three (3) years, has your firm defaulted or failed to complete any contract? | Yes: <input type="checkbox"/> No: <input type="checkbox"/> If Yes, attach details. |
| 12 | In the past three (3) years, has your firm committed a willful violation of federal, state or local government safety laws as determined by a final decision of a court or government agency authority. | Yes: <input type="checkbox"/> No: <input type="checkbox"/> If Yes, attach details. |
| 13 | In the past three (3) years, has your firm been in violation of any law relating to your contracting business where the penalty for such violation resulted in the imposition of a penalty greater than \$10,000? | Yes: <input type="checkbox"/> No: <input type="checkbox"/> If Yes, attach details. |
| 14 | Is your firm Executive Order 108 precertified with the State of Wisconsin? | Yes: <input type="checkbox"/> No: <input type="checkbox"/> |
| 15 | Is your firm an active Wisconsin Trade Trainer as determined by the Wisconsin Bureau of Apprenticeship Standards and listed at: dwd.wisconsin.gov/apprenticeship/executive_order108.htm ? | Yes: <input type="checkbox"/> No: <input type="checkbox"/> |
| 16 | Is your firm exempt from being prequalified with Dane County? | Yes: <input type="checkbox"/> No: <input type="checkbox"/> If Yes, attach reason for exemption. |
| 17 | Does your firm acknowledge that in doing work under any County Public Works Contract, it will be required to use as subcontractors only those contractors that are also prequalified with the County or become so ten days prior to commencing work? | Yes: <input type="checkbox"/> No: <input type="checkbox"/> |

SIGNATURE SECTION

Your firm's Officer, or the individual who would sign a bid and / or contract documents must sign this document.

I do hereby certify that all statements herein contained are true and correct to the best of my knowledge:

Signature

Date

Printed or Typed Name and Title

| NAME AND ADDRESS OF CONTRACTOR | |
|--------------------------------|--|
| Name of Firm: | |
| Address: | |
| City, State, Zip: | |
| Telephone Number: | |
| Fax Number: | |
| E-mail Address: | |

REMEMBER!

Return all to forms and attachments, or questions to:

JOHN SCHRAUFNAGEL
EMAIL: SCHRAUFNAGEL@CO.DANE.WI.US
OFFICE: (608)266-4798, CELL: (608)575-3374, FAX: (608)267-1533

**DANE COUNTY DEPARTMENT OF PUBLIC WORKS,
HIGHWAY & TRANSPORTATION
1919 ALLIANT ENERGY CENTER WAY
MADISON, WI 53713**

APPENDIX A

APPRENTICEABLE TRADES

Bricklayer
Carpenter
Cement Mason (Concrete Finisher)
Cement Mason (Heavy Highway)
Construction Craft Laborer
Data Communications Installer
Electrician
Elevator Mechanic / Technician
Environmental Systems Technician / HVAC Service Technician / HVAC Install & Service
Glazier
Heavy Equipment Operator / Operating Engineer
Insulation Worker (Heat & Frost)
Iron Worker (Assembler, Metal Buildings)
Painter / Decorator
Plasterer
Plumber
Roofer / Waterproofer
Sheet Metal Worker
Sprinkler Fitter
Steamfitter (Service & Refrigeration)
Taper & Finisher
Telecommunications (Voice, Data & Video) Installer / Technician
Tile Setter

COUNTY OF DANE

PUBLIC WORKS CONTRACT

Contract No. _____ Bid No. 309028

Authority: Res. _____, 2009-10

THIS CONTRACT, made and entered into as of the date by which authorized representatives of both parties have affixed their signatures, by and between the County of Dane (hereafter referred to as "COUNTY") and _____ (hereafter, "CONTRACTOR"), and

WITNESSETH:

WHEREAS, COUNTY, whose address is c/o Associate Public Works Director, 1919 Alliant Energy Center Way, Madison, WI 53713, desires to have CONTRACTOR provide Exterior Vestibule Doors Replacement / Repairs at the City-County Building, 210 Martin Luther King, Jr. Blvd., Madison, WI, BID NO. 309028 including Alternate Bid[s] X, Y & Z (if applicable) ("the Project"); and

WHEREAS, CONTRACTOR, whose address is _____ is able and willing to construct the Project, in accordance with the Construction Documents;

NOW, THEREFORE, in consideration of the above premises and the mutual covenants of the parties hereinafter set forth, the receipt and sufficiency of which is acknowledged by each party for itself, COUNTY and CONTRACTOR do agree as follows:

1. CONTRACTOR agrees to construct, for the price of \$_____ the Project and at the CONTRACTOR'S own proper cost and expense to furnish all materials, supplies, machinery, equipment, tools, superintendence labor, insurance, and other accessories and services necessary to complete the Project in accordance with the conditions and prices stated in the Bid Form, Conditions of Contract, the drawings which include all maps, plats, plans, and other drawings and printed or written explanatory matter thereof, and the specifications therefore as prepared by Dane County Dept. of Public Works, Highway & Transportation, (hereinafter referred to as "the Architect / Engineer"), and as enumerated in the Project Manual Document Index, all of which are made a part hereof and collectively evidence and constitute the Contract.
2. COUNTY agrees to pay the CONTRACTOR in current funds for the performance of the Contract subject to additions and deductions, as provided in the Conditions of Contract, and to make payments on account thereof as provided in Article entitled, "Payments to Contractor" of the Conditions of Contract.
3. During the term of this Contract, CONTRACTOR agrees to take affirmative action to ensure equal employment opportunities. The CONTRACTOR agrees in accordance with Wisconsin Statute 111.321 and Chapter 19 of the Dane County Code of Ordinances not to discriminate on the basis of age, race, ethnicity, religion, color, gender, disability, marital status, sexual orientation, national origin, cultural differences, ancestry, physical appearance, arrest record or

conviction record, military participation or membership in the national guard, state defense force or any other reserve component of the military forces of the United States, or political beliefs. Such equal opportunity shall include, but not be limited to, the following: employment, upgrading, demotion, transfer, recruitment, advertising, layoff, termination, training, rates of pay, and any other form of compensation. CONTRACTOR agrees to post in conspicuous places, available to all employees and applicants for employment, notices setting forth the provisions of this paragraph.

4. CONTRACTOR shall file an Affirmative Action Plan with the Dane County Contract Compliance Officer in accord with Chapter 19 of the Dane County Code of Ordinances. CONTRACTOR must file such plan within fifteen (15) days of the effective date of this Contract. During the term of this Contract CONTRACTOR shall also provide copies of all announcements of employment opportunities to COUNTY'S Contract Compliance Office, and shall report annually the number of persons, by race, ethnicity, gender, and disability status, which apply for employment and, similarly classified, the number hired and number rejected.

5. During the term of this Contract, all solicitations for employment placed on CONTRACTOR'S behalf shall include a statement to the effect that CONTRACTOR is an "Equal Opportunity Employer."

6. CONTRACTOR agrees to comply with provisions of Chapter 25.016 of the Dane County Code of Ordinances, which pertains to domestic partnership benefits.

7. CONTRACTOR agrees to furnish all information and reports required by COUNTY'S Contract Compliance Officer as the same relate to affirmative action and nondiscrimination, which may include any books, records, or accounts deemed appropriate to determine compliance with Chapter 19, Dane County Code of Ordinances, and the provisions of this Contract.

8. CONTRACTOR agrees that all persons employed by CONTRACTOR or any subcontractor shall be paid no less than the minimum wage established under Chapter 40, Subchapter II, Dane County Code of Ordinances. CONTRACTOR agrees to abide by and comply with the provisions of Chapter 40, Subchapter II of the Dane County Code of Ordinances, and said Subchapter is fully incorporated herein by reference.

9. This Contract is intended to be a Contract solely between the parties hereto and for their benefit only. No part of this Contract shall be construed to add to, supplement, amend, abridge or repeal existing rights, benefits or privileges of any third party or parties including, but not limited to, employees of either of the parties.

10. The entire agreement of the parties is contained herein and this Contract supersedes any and all oral agreements and negotiations between the parties relating to the subject matter hereof. The parties expressly agree that the express terms of this Contract shall not be amended in any fashion except in writing, executed by both parties.

11. CONTRACTOR must be pre-qualified as a Best Value Contractor with Dane County Public Works Engineering Division before award of Contract. Subcontractors must be pre-qualified ten (10) days prior to commencing Work under this Contract.

IN WITNESS WHEREOF, COUNTY and CONTRACTOR, by their respective authorized agents, have caused this Contract and its Schedules to be executed, effective as of the date by which all parties hereto have affixed their respective signatures, as indicated below.

* * * * *

FOR CONTRACTOR:

Signature Date

Printed or Typed Name and Title

Signature Date

Printed or Typed Name and Title

NOTE: If CONTRACTOR is a corporation, Secretary should attest. In accordance with IRS Regulations, unincorporated entities are required to provide either their Social Security or Employer Number in order to receive payment for services rendered.

* * * * *

This Contract is not valid or effectual for any purpose until approved by the appropriate authority designated below, and no work is authorized until the CONTRACTOR has been given notice to proceed by COUNTY'S Associate Public Works Director.

FOR COUNTY:

Kathleen M. Falk, County Executive Date

Robert Ohlsen, County Clerk Date

THE AMERICAN INSTITUTE OF ARCHITECTS



AIA Document A310

Bid Bond

Bond No.

KNOW ALL MEN BY THESE PRESENTS, that we (Here insert full name and address or legal title of Contractor)

as Principal, hereinafter called the Principal, and (Here insert full name and address or legal title of Surety)

a corporation duly organized under the laws of the State of WI as Surety, hereinafter called the Surety, are held and firmly bound unto (Here insert full name and address or legal title of Owner)

as Obligee, hereinafter called Obligee, in the sum of () Percent of total amount bid Dollars (\$) Percent of attached bid.

For the payment of which sum well and truly to be made, the said Principal and the said Surety, bind ourselves, our heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

WHEREAS, the Principal has submitted a bid for Project No.: (Here insert full name, address, and description of project)

NOW, THEREFORE, if the Obligee shall accept the bid of the Principal and the Principal shall enter into a Contract with the Obligee in accordance with the terms of such bid, and give such bond or bonds as may be specified in the bidding or Contract Documents with good and sufficient surety for the faithful performance of such Contract and for the prompt payment of labor and material furnished in the prosecution thereof, or in the event of the failure of the Principal to enter such Contract and give such bond or bonds, if the Principal shall pay to the Obligee the difference not to exceed the penalty hereof between the amount specified in said bid and such larger amount for which the Obligee may in good faith contract with another party to perform the Work covered by said bid, then this obligation shall be null and void, otherwise to remain in full force and effect.

Signed and sealed this day of , 20 .

(Witness) (Principal) (Seal) (Title) (Surety) (Seal) (Witness) ATTORNEY-IN-FACT

THE AMERICAN INSTITUTE OF ARCHITECTS



Bond No. _____

AIA Document A312

Performance Bond

Any singular reference to Contractor, Surety, Owner or other party shall be considered plural where applicable.

CONTRACTOR (Name and Address): _____

SURETY (Name and Principal Place of Business): _____

OWNER (Name and Address): _____

CONSTRUCTION CONTRACT
Date: _____
Amount: \$ _____
Description (Name and Location): _____

BOND

Date (Not earlier than Construction Contract Date): _____

Amount: \$ _____

Modifications to this Bond: _____

None

See Page 3

CONTRACTOR AS PRINCIPAL
COMPANY: _____
(Corporate Seal)

SURETY COMPANY: _____
(Corporate Seal)

Signature: _____
Name and Title:

Signature: _____
Name and Title:

Attorney-in-Fact

(Any additional signatures appear on page 3)

FOR INFORMATION ONLY-Name, Address and Telephone
AGENT OR BROKER: _____

OWNER'S REPRESENTATIVE (Architect,
Engineer or other party): _____

1. The Contractor and the Surety, jointly and severally, bind themselves, their heirs, executors, administrators, successors, and assigns to the Owner for the performance of the Construction Contract, which is incorporated herein by reference.

2. If the Contractor performs the Construction Contract, the Surety and the Contractor shall have no obligation under this Bond, except to participate in conferences as provided in Subparagraph 3.1.

3. If there is no Owner Default, the Surety's obligation under this Bond shall arise after:

3.1 The Owner has notified the Contractor and the Surety at its address described in Paragraph 10 below that the Owner is considering declaring a Contractor Default and has requested and attempted to arrange a conference with the Contractor and the Surety to be held not later than fifteen days after receipt of such notice to discuss methods of performing the Construction Contract. If the Owner, the Contractor and the Surety agree, the Contractor shall be allowed a reasonable time to perform the Construction Contract, but such an agreement shall not waive the Owner's right, if any, subsequently to declare a Contractor Default; and

3.2 The Owner has declared a Contractor Default and formally terminated the Contractor's right to complete the contract. Such Contractor Default shall not be declared earlier than twenty days after the Contractor and the Surety have received notice as provided in Subparagraph 3.1; and

3.3 The Owner has agreed to pay the Balance of the Contract Price to the Surety in accordance with the terms of the Construction Contract or to a contractor selected to perform the Construction Contract in accordance with the terms of the contract with the Owner.

4. When the Owner has satisfied the conditions of Paragraph 3, the Surety shall promptly and at the Surety's expense take one of the following actions:

4.1 Arrange for the Contractor, with consent of the Owner, to perform and complete the Construction Contract; or

4.2 Undertake to perform and complete the Construction Contract itself, through its agents or through independent contractors; or

4.3 Obtain bids or negotiated proposals from qualified contractors acceptable to the Owner for a contract for performance and completion of the Construction Contract, arrange for a contract to be prepared for execution by the Owner and the contractor selected with the Owner's concurrence, to be secured with performance and payment bonds executed by a qualified surety equivalent to the bonds issued on the Construction Contract, and pay to the Owner the amount of damages as described in Paragraph 6 in excess of the Balance of the Contract Price incurred by the Owner resulting from the Contractor's default; or

4.4 Waive its rights to perform and complete, arrange for completion, or obtain a new contractor and with reasonable promptness under the circumstances:

1. After investigation, determine the amount for

which it may be liable to the Owner and, as soon as practicable after the amount is determined, tender payment therefor to the Owner; or

2. Deny liability in whole or in part and notify the Owner citing reasons therefor.

5. If the Surety does not proceed as provided in Paragraph 4 with reasonable promptness, the Surety shall be deemed to be in default on this Bond fifteen days after receipt of an additional written notice from the Owner to the Surety demanding that the Surety perform its obligations under this Bond, and the Owner shall be entitled to enforce any remedy available to the Owner. If the Surety proceeds as provided in Subparagraph 4.4, and the Owner refuses the payment tendered or the Surety has denied liability, in whole or in part, without further notice the Owner shall be entitled to enforce any remedy available to the Owner.

6. After the Owner has terminated the Contractor's right to complete the Construction Contract, and if the Surety elects to act under Subparagraph 4.1, 4.2, or 4.3 above, then the responsibilities of the Surety to the Owner shall not be greater than those of the Contractor under the Construction Contract, and the responsibilities of the Owner to the Surety shall not be greater than those of the Owner under the Construction Contract. To the limit of the amount of this Bond, but subject to commitment by the Owner of the Balance of the Contract Price to mitigation of costs and damages on the Construction Contract, the Surety is obligated without duplication for:

6.1 The responsibilities of the Contractor for correction of defective work and completion of the Construction Contract;

6.2 Additional legal, design professional and delay costs resulting from the Contractor's Default, and resulting from the actions or failure to act of the Surety under Paragraph 4; and

6.3 Liquidated damages, or if no liquidated damages are specified in the Construction Contract, actual damages caused by delayed performance or non-performance of the Contractor.

7. The Surety shall not be liable to the Owner or others for obligations of the Contractor that are unrelated to the Construction Contract, and the Balance of the Contract Price shall not be reduced or set off on account of any such unrelated obligations. No right of action shall accrue on this Bond to any person or entity other than the Owner or its heirs, executors, administrators, or successors.

8. The Surety hereby waives notice of any change, including changes of time, to the Construction Contract or to related subcontracts, purchase orders and other obligations.

9. Any proceeding, legal or equitable, under this Bond may be instituted in any court of competent jurisdiction in the location in which the work or part of the work is located and shall be instituted within two years after Contractor Default or within two years after the Contractor ceased working or within two years after the Surety refuses or fails to perform its obligations under this Bond, whichever occurs first. If the provisions of this Paragraph are void or prohibited by law, the minimum period of limitation available to sureties as a defense in the jurisdiction of the suit shall be applicable.

10. Notice to the Surety, the Owner or the Contractor shall be mailed or delivered to the address shown on the signature page.

11. When this Bond has been furnished to comply with a statutory or other legal requirement in the location where the construction was to be performed, any provision in this Bond conflicting with said statutory or legal requirement shall be deemed deleted here from and provisions conforming to such statutory or other legal requirement shall be deemed incorporated herein. The intent is that this Bond shall be construed as a statutory bond and not as a common law bond.

12 DEFINITIONS

12.1 Balance of the Contract Price: The total amount payable by the Owner to the Contractor under the Construction Contract after all proper adjustments have been made, including allowance to the Contractor of any amounts received or to be received by the Owner in settlement of insurance or other

claims for damages to which the Contractor is entitled, reduced by all valid and proper payments made to or on behalf of the Contractor under the Construction Contract.

12.2 Construction Contract: The agreement between the Owner and the Contractor identified on the signature page, including all Contract Documents and changes thereto.

12.3 Contractor Default: Failure of the Contractor, which has neither been remedied nor waived, to perform or otherwise to comply with the terms of the Construction Contract.

12.4 Owner Default: Failure of the Owner, which has neither been remedied nor waived, to pay the Contractor as required by the Construction Contract or to perform and complete or comply with the other terms thereof.

MODIFICATIONS TO THIS BOND ARE AS FOLLOWS:

SAMPLE

(Space is provided below for additional signatures of added parties, other than those appearing on the cover page.)

CONTRACTOR AS PRINCIPAL
Company: (Corporate Seal)

SURETY
Company: (Corporate Seal)

Signature: _____
Name and Title:
Address:

Signature: _____
Name and Title:
Address:

THE AMERICAN INSTITUTE OF ARCHITECTS



Bond No. _____

AIA Document A312

Payment Bond

Any singular reference to Contractor, Surety, Owner or other party shall be considered plural where applicable.

CONTRACTOR (Name and Address):

SURETY (Name and Principal Place of Business):

OWNER (Name and Address):

CONSTRUCTION CONTRACT
Date:
Amount: \$
Description (Name and Location):

BOND

Date (Not earlier than Construction Contract Date):

Amount: \$

Modifications to this Bond:

None

See Page 6

CONTRACTOR AS PRINCIPAL
COMPANY: (Corporate Seal)

SURETY COMPANY:
(Corporate Seal)

Signature: _____
Name and Title:

Signature: _____
Name and Title:
Attorney-in-Fact

(Any additional signatures appear on page 6)

FOR INFORMATION ONLY-Name, Address and Telephone
AGENT OR BROKER:

OWNER'S REPRESENTATIVE (Architect,
Engineer or other party):

1. The Contractor and the Surety, jointly and severally, bind themselves, their heirs, executors, administrators, successors, and assigns to the Owner to pay for labor, materials and equipment furnished for use in the performance of the Construction Contract, which is incorporated herein by reference.
2. With respect to the Owner, this obligation shall be null and void if the Contractor:
 - 2.1 Promptly makes payment, directly, or indirectly, for all sums due Claimants, and
 - 2.2 Defends, indemnifies and holds harmless the Owner from claims, demands, liens or suits by any person or entity whose claim, demand, lien or suit is for the payment for labor, materials, or equipment furnished for use in the performance of the Construction Contract, provided the Owner has promptly notified the Contractor and the Surety (at the address described in Paragraph 12) of any claims, demands, liens, or suits and tendered defense of such claims, demands, liens or suits to the Contractor and the Surety, and provided there is no Owner Default.
3. With respect to Claimants, this obligation shall be null and void if the Contractor promptly makes payment, directly or indirectly, for all sums due.
4. The Surety shall have no obligation to Claimants under this Bond until:
 - 4.1 Claimants who are employed by or have a direct contract with the Contractor have given notice to the Surety (at the address described in Paragraph 12) and sent a copy, or notice thereof, to the Owner, stating that a claim is being made under this Bond and, with substantial accuracy, the amount of the claim.
 - 4.2 Claimants who do not have a direct contract with the Contractor:
 1. Have furnished written notice to the Contractor and sent a copy, or notice thereof, to the Owner, within 90 days after having last performed labor or last furnished materials or equipment included in the claim stating, with substantial accuracy, the amount of the claim and the name of the party to whom the materials were furnished or supplied or for whom the labor was done or performed; and
 2. Have either received a rejection in whole or in part from the Contractor, or not received within 30 days of furnishing the above notice any communication from the Contractor by which the Contractor has indicated the claim will be paid directly or indirectly; and
 3. Not having been paid within the above 30 days, have sent a written notice to the Surety (at the address described in Paragraph 12) and sent a copy, or notice thereof, to the Owner, stating that a claim is being made under this Bond and enclosing a copy of the previous written notice furnished to the Contractor.
5. If a notice required by Paragraph 4 is given by the Owner to the Contractor or to the Surety, that is sufficient compliance.
6. When the Claimant has satisfied the conditions of Paragraph 4, the Surety shall promptly and at the Surety's expense take the following actions:
 - 6.1 Send an answer to the Claimant, with a copy to the Owner, within 45 days after receipt of the claim, stating the amounts that are undisputed and the basis for challenging any amounts that are disputed.
 - 6.2 Pay or arrange for payment of any undisputed amounts.
7. The Surety's total obligation shall not exceed the amount of this Bond, and the amount of this Bond shall be credited for any payments made in good faith by the Surety.
8. Amounts owed by the Owner to the Contractor under the Construction Contract shall be used for the performance of the Construction Contract and to satisfy claims, if any, under any Construction Performance Bond. By the Contractor furnishing and the Owner accepting this Bond, they agree that all funds earned by the Contractor in the performance of the Construction Contract are dedicated to satisfy obligations of the Contractor and the Surety under this Bond, subject to the Owner's priority to use the funds for the completion of the work.
9. The Surety shall not be liable to the Owner, Claimants or others for obligations of the Contractor that are unrelated to the Construction Contract. The Owner shall not be liable for payment of any costs or expenses of any Claimant under this Bond, and shall have under this Bond no obligations to make payments to, give notices on behalf of, or otherwise have obligations to Claimants under this Bond.
10. The Surety hereby waives notice of any change, including changes of time, to the Construction Contract or to related subcontracts, purchase orders and other obligations.
11. No suit or action shall be commenced by a Claimant under this Bond other than in a court of competent jurisdiction in the location in which the work or part of the work is located or after the expiration of one year from the date (1) on which the Claimant gave the notice required by Subparagraph 4.1 or Clause 4.2.3, or (2) on which the last labor or service was performed by anyone or the last materials or equipment were furnished by anyone under the Construction Contract, whichever of (1) or (2) first occurs. If the provisions of this Paragraph are void or prohibited by law, the minimum period of limitation available to sureties as a defense in the jurisdiction of the suit shall be applicable.
12. Notice to the Surety, the Owner or the Contractor shall be mailed or delivered to the address shown on the signature page. Actual receipt of notice by Surety, the Owner or the Contractor, however accomplished, shall be sufficient compliance as of the date received at the address shown on the signature page.
13. When this Bond has been furnished to comply with a statutory or other legal requirement in the location where the construction was to be performed, any provision in this Bond conflicting with said statutory or legal requirement shall be deemed deleted herefrom and provisions conforming to such statutory or other legal requirement shall be deemed incorporated herein. The intent is that this Bond shall be construed as a statutory bond and not as a common law bond.
14. Upon request by any person or entity appearing to be a potential beneficiary of this Bond, the Contractor

shall promptly furnish a copy of this Bond or shall permit a copy to be made.

15. DEFINITIONS

15.1 Claimant: An individual or entity having a direct contract with the Contractor or with a subcontractor of the Contractor to furnish labor, materials or equipment for use in the performance of the Contract. The intent of this Bond shall be to include without limitation in the terms "labor, materials or equipment" that part of water, gas, power, light, heat, oil, gasoline, telephone service or rental equipment used in the Construction Contract, architectural and engineering services required for performance of the work of the Contractor and the Contractor's

subcontractors, and all other items for which a mechanic's lien may be asserted in the jurisdiction where the labor, materials or equipment were furnished.

15.2 Construction Contract: The agreement between the Owner and the Contractor identified on the signature page, including all Contract Documents and changes thereto.

15.3 Owner Default: Failure of the Owner, which has neither been remedied nor waived, to pay the Contractor as required by the Construction Contract or to perform and complete or comply with the other terms thereof.

MODIFICATIONS TO THIS BOND ARE AS FOLLOWS:

SAMPLE

(Space is provided below for additional signatures of added parties, other than those appearing on the cover page.)

CONTRACTOR AS PRINCIPAL
Company: (Corporate Seal)

SURETY
Company: (Corporate Seal)

Signature: _____
Name and Title:
Address:

Signature: _____
Name and Title:
Address:

CONDITIONS OF CONTRACT

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1. BIDS AND QUOTATIONS

- A. **Addressing of Bids.** Bids shall be addressed to the attention of Public Works Engineering Division and received at the Dane County Department of Public Works, Highway & Transportation, 1919 Alliant Energy Center Way, Madison, WI 53713, on or before the local time and date specified herein for the Bid Opening. Seal all bids in envelopes and clearly mark the front with bid number and a reference to the specified contents of the bid. All uses of the term “County” in the Construction Documents shall mean Dane County.
- B. **Only One Copy Required.** Unless otherwise specified, only one copy of a bid or quotation on prescribed Bid Form will be required.
- C. **Additional Data with Bid.** Bidder may submit, on the firm’s letterhead only, additional data and information deemed advantageous to the County. The County shall hold optional the consideration of such data and information.
- D. **More than One Bid.** Bidders desiring to submit more than one bid may do so provided such additional bid or bids are properly submitted on the Dane County Department of Public Works, Highway & Transportation’s Bid Form. Obtain extra sets of Construction Documents from the Dane County Department of Public Works, Highway & Transportation. All uses of the term “Department” in the Construction Documents shall mean the Department of Public Works, Highway & Transportation, which is a unit of Dane County government.
- E. **Withdrawal or Late Bids.** The County will not accept formal bids, amendments thereto, or requests for withdrawal of a bid or any part thereof, after the time of Bid Opening.
- F. **Preparation and Submission.** All written bids, unless otherwise provided for, must be submitted on and in accordance with forms provided by the County properly signed in ink. Bids not signed by hand are not accepted. Bidders must register in advance with the Purchasing Division.
- G. **Products by Name.** Intention of Specifications of products by name is to be descriptive of quality, workmanship, finish, function and approximate characteristics desired; intention is not necessarily restriction. Consideration of products substitution for those named is possible, provided the substitute offered is, in the opinion of the Dane County Public Works

Project Engineer, equal or superior in quality, workmanship, finish, function and approximate characteristics to that specified in the Project Manual Specifications listed herein.

- H. **Visitation of Sites.** Bidder shall visit the site(s) that will receive the intended work or installation, and in so doing, be held responsible for a job deemed satisfactory by the County after completion of the Work or installation. No additional compensation shall be allowed for any condition of which bidder could have been informed.
- I. **Completeness.** Supply all information required by Construction Documents to constitute a regular bid. This shall include:
 - 1. Completed Bid Form.
 - 2. Completed Fair Labor Practices Certification.
 - 3. Completed Bid Bond.
- J. **Bids Binding Sixty (60) Days.** Unless otherwise specified all formal bids submitted shall be binding for sixty (60) calendar days following Bid Opening date.
- K. **Conditional Bids.** Qualified bids are subject to complete rejection, or partial rejection.
- L. **All or Part.** Bids or quotations may be considered and award made for all or any part of total quantities as specified in the Construction Documents.
- M. **Errors.** Unit bid price shall govern when extending total prices has errors.. Carelessness in quoting prices or in preparation of bid otherwise, will not relieve the bidder. Explain all erasures in bids and include signature of bidder.
- N. **Regulation by State Statutes.** The bidding and letting of contracts are subject to provisions of Wisconsin Statutes 59.52(29) and 66.0901 and all subsequent sections and amendments thereof.
- O. **Bidders Present.** The Bid Opening is the time fixed for the opening of formal bids. The Bids' contents will be made public for the information of bidders and others properly interested, who may be present either in person or by representative. Bidders are encouraged to attend all openings, and to offer constructive suggestions for improvements to bid format or ways in which County can realize greater savings.
- P. **Taxes.** Contractor shall pay applicable State and local sales taxes.

2. GUARANTEE AND BOND

- A. **Bid Bond / Guarantee.** A Bid Bond shall accompany Bids, which shall be either a flat sum or a percentage figure as shown on the Project Manual Cover. This Bid Bond shall serve as a warrant that the successful bidder will fulfill the terms of the bid within the time limit as indicated in the bid after notice of award by the Dane County. The Bid Bond may be a certified bank check (note: uncertified checks will not be acceptable), a cashier's check or a United State money order payable to the order of the Treasurer of Dane County; or on a Bid Bond with corporate surety authorized to do business in the State of Wisconsin and a warranty of attorney to confess judgment thereon attached thereto. The County will return negotiable Bid Bonds to unsuccessful bidders after awarding of bid. The County shall return a check held from a Contractor after satisfactory completion of the Contract or after receipt

by the County of a Performance Bond from the Contractor, if one is required. Surety Bid Bonds will not be returned unless specifically requested by individual bidders.

- B. **Guarantor Liability.** When guarantee is required, failure of bidder to furnish an acceptable Performance Bond (Article 2.C.) within twenty (20) days after receipt of notice of award shall render the guarantor liable to the County. Bids covered by certified check or bond such security shall become the absolute property of the County and shall be deposited with the County Treasurer for the benefit of the County as liquidated damages. The County shall forthwith proceed to collect on the Bid Bond.
- C. **Performance / Payment Bond.** When required, file a guarantee that the successful bidder will faithfully perform the obligations of the bid as accepted. Such guarantee must be a bond complying with Wisconsin Statute 779.14 with corporate surety authorized to do business in this State, and that the Contractor or subcontractors will be responsible for all claims for injuries to persons or damages to property or premises arising out of or in connection with their operations prior to the acceptance of the finished work or supplies, and that they will promptly make payments to all persons supplying them with labor or materials in the execution of the Work provided for in the Contract; guarantee to indemnify, hold harmless and defend Dane County, its boards, commissions, agencies, officers, employees and representatives from all costs, damages and expenses growing out of or by reason of the successful bidder's failure to comply and perform the Work and complete the Contract in accordance with the Construction Documents; attach thereto a warrant of attorney authorizing the confession of judgment thereon for the benefit of the County.

3. SHOP DRAWINGS, PRODUCT DATA AND SAMPLES

- A. Shop Drawings are drawings, diagrams, schedules and other data specially prepared for the Work by the Contractor or a subcontractor, sub-subcontractor, manufacturer, supplier or distributor to illustrate some portion of the Work.
- B. Product Data are illustrations, standard schedules, performance charts, instructions, brochures, diagrams and other information furnished by the Contractor to illustrate materials or equipment for some portion of the Work.
- C. Samples are physical examples that illustrate materials, equipment or workmanship and establish standards to compare the Work.
- D. Shop Drawings, Product Data, Samples and similar submittals are not Construction Documents. The purpose of their submittal is to demonstrate for those portions of the Work for which submittals are required the way the Contractor proposes to conform to the information given and the design concept expressed in the Construction Documents.
- E. The Contractor shall review, approve and submit to the Public Works Project Engineer Shop Drawings, Product Data, Samples and similar submittals required by the Construction Documents with reasonable promptness and in such sequence as to cause no delay in the Work or in the activities of the County or of separate contractors. Submittals made by the Contractor not required by the Construction Documents, may be returned without action.
- F. The Contractor shall perform no portion of the Work requiring submittal and review of Shop Drawings, Product Data, Samples or similar submittals until the Public Works Project Engineer has approved the respective submittal. Such Work shall be in accordance with approved submittals.

- G. By approving and submitting, Shop Drawings, Product Data, Samples and similar submittals, the Contractor represents that the Contractor has determined and verified materials, field measurements and field construction criteria related thereto, or will do so, and has checked and coordinated the information contained within such submittals with the requirements of the Work and of the Construction Documents.
- H. The Contractor shall not be relieved of responsibility for deviations from requirements of the Construction Documents by the Public Works Project Engineer's approval of Shop Drawings, Product Data, Samples and similar submittals unless the Contractor has specifically informed the Public Works Project Engineer in writing of such deviation at the time of submittal and the Public Works Project Engineer has given written approval to the specific deviation. The Contractor shall not be relieved of responsibility for errors or omissions in Shop Drawings, Product Data, Sample or similar submittals by the Public Works Project Engineer's approval thereof.
- I. The Contractor shall in writing direct specific attention to revised and / or resubmitted Shop Drawings, Product Data, Samples or similar submittals that were not requested by the Architect / Engineer or the Public Works Project Engineer on previous submittals.
- J. Unless specified otherwise, Contractor shall submit three (3) copies of all Shop Drawings, Product Data, Samples or similar submittals for each submission, until receiving final approval. After final approval, provide five (5) additional copies for distribution and such other copies as may be required.

4. AWARDS

- A. **Lowest Responsible Bidder.** Award will be to the lowest responsible bidder conforming to Construction Documents or on the most advantageous bid to the County.
- B. **Other Considerations.** Quantities involved, time of delivery, purpose for which required, competency of bidder, the ability to render satisfactory service and past performance will be considered in determining responsibility.
- C. **Rejection of Bids.** The County reserves the right to reject any or all bids or quotations in whole or in part and to award by items, parts of items, or by any aggregate group of items specified. The County reserves also the right to waive technical defects when in its judgment the best interests of the County thereby will be served.
- D. **Notice of Acceptance.** Sufficient notification of acceptance of bid will be written notice of award to a bidder in the form of a Purchase Order or similar, mailed or delivered to the address shown on the Bid Form.
- E. **Tie Bids.** If two or more bidders submit identical bids, the decision of the County to make award to one or more of such bidders shall be final. Cash discount will be taken into consideration determining an award. Also, see Article 7.A. IDENTICAL BIDDING, Antitrust Laws.
- F. **Qualifying Bidders.** Prior to solicitation and / or awarding of bid, the County may require submission by bidder of complete financial statement and questionnaire describing bidder's financial ability and experience in performance of similar work. Refer to Instructions to Bidders.

- G. **Disqualification.** Awards will not be made to any person, firm or company in default of a Contract with the County, or to any bidder having as its sales agent or representative or as a member of the firm, any individual previously in default or guilty of misrepresentation.
- H. **Bid Results.** Bidders may secure information pertaining to results of bids by visiting the County Purchasing Division Office Monday through Friday, between 7:45 a.m. and 4:30 p.m.

5. CONTRACT PROVISIONS

- A. **Acceptance Constitutes Contract.** Written acceptance by the Public Works Project Engineer of a proposal for services shall constitute a Contract, which shall bind the bidder to perform the Work as detailed in the Construction Documents, for the bid amount and in accordance with all conditions of said accepted bid. A formal Contract containing all provisions of the Contract signed by both parties shall be used when required by the Public Works Project Engineer.
- B. **Local Restrictions and Permits.** All work shall be done according to applicable laws, ordinances and codes. The Contractor shall procure and pay for all required permits for permanent or temporary work.
- C. **Payment of Invoices.** Payment may be made only after inspection and acceptance by the using agency and approval by the Dane County Public Works Project Engineer, and, where required by ordinances, approval by the Dane County Board of Supervisors. If materials or equipment were delivered, constructed, erected, installed or tested on site, payment shall be made based on ninety-five percent (95%) of the value of all Work performed up to fifty percent (50%) of scheduled values less the total of previous payments. Authorized extra work will be included in progress payments. Payment of balances will be made only after approval and final acceptance by the County in consideration and elimination of the possibilities of imperfect work, faulty materials or equipment, liens that have been filed, or if evidence indicates the possible filing of claims.
- D. **Contract Alterations.** No alterations or variables in the terms of a contract shall be valid or binding upon the County unless made in writing and signed by the Purchasing Agent or authorized agent.
- E. **Assignments.** No contract may be assigned, sublet or transferred without written consent of the Public Works Project Engineer.
- F. **Cancellations.** A contract may be canceled or voided by the Public Works Project Engineer upon non-performance or violation of contract provisions, and an award made to the next low bidder or articles specified may be purchased on the open market. In either event, the defaulting contractor (or their surety) shall be liable to Dane County for costs to the County in excess of the defaulting contractor's contract prices.
- G. **Right of the Department to Terminate Contract.**
 - 1. In the event that the Contractor or any subcontractors violate any of the provisions of this Contract, the County may serve written notice upon the Contractor and the Surety of its intention to terminate the Contract. Such notice to contain the reasons for such intention to terminate the Contract, and unless within ten (10) days after the serving of such notice upon the Contractor, such violation or delay shall cease and satisfactory arrangement or correction be made, the Contract shall, upon the expiration of said ten (10) days, cease and terminate.

2. In the event of any such termination, the County shall immediately serve notice thereof upon the Surety and the Contractor, and the Surety shall have the right to take over and perform the Contract subject to County's approval. However, if the Surety does not commence performance thereof within ten (10) days from the date of the mailing to such Surety of notice of termination, the County may take over the Work and prosecute the same to completion by Contract or by force account for the account and at the expense of the Contractor. The Contractor and Surety shall be liable to the County for any excess cost occasioned the County thereby, and in such event the County may take possession of and utilize in completing the Work, such equipment, materials and / or supplies as may be on the site of the Work and therefore necessary.

H. **Non-Liability.** The Contractor shall not be liable in damages for delay in shipment or failure to deliver when such delay or failure is the result of fire, flood, strike, the transporting carrier, act of God, act of government, act of an alien enemy or by any other circumstances which, in the Public Works Project Engineer's opinion, is beyond the control of the Contractor. Under such circumstances, however, the Public Works Project Engineer may in the discretion, cancel the Contract.

I. **Quality Assurance.** Inspection of equipment, materials and / or supplies shall be made by or at the direction of the County or the Agency to which the goods are delivered, and any articles supplied that are defective, or fails in any way to meet Specifications or other requirements of the Contract, will be rejected. The Public Works Project Engineer shall direct all required laboratory tests. The decision of the Public Works Project Engineer on acceptance shall be final.

J. **Time for Completion.** The Contractor agrees that the Work shall be prosecuted regularly and diligently and complete the entire project as stated in the Construction Documents.

K. **Changes in the Work.**

1. Except in cases of emergency, no changes in the Work covered by the approved Construction Documents shall be made without having prior written approval of the Department. Charges or credits for the work covered by the approved change shall be determined by one of the following methods:
 - a) Unit bid prices previously approved.
 - b) An agreed lump sum based on actual cost of:
 - 1) Labor, including foremen, and all fringe benefits that are associated with their wages;
 - 2) Materials entering permanently into the Work;
 - 3) The ownership or rental cost of construction plant and equipment during the time of use on the extra work;
 - 4) Power and consumable supplies for the operation of construction or power equipment;
 - 5) Workmen's Compensation Insurance, Contractor's Public Liability and Property Damage Insurance, and Comprehensive Automobile Liability Insurance;
 - 6) Social Security, pension and unemployment contributions;
 - 7) To the cost under K.1.b) 2), there shall be added a fixed fee to be agreed upon, but not to exceed fifteen percent (15%) of the actual cost of the Work performed with their own labor force; the fee shall be compensation to cover the cost of supervision, overhead, bond, profit and any other general expense;
 - 8) On that portion of the work under K.1.b) 2) done under subcontract, the Contractor may include not over seven and one-half percent (7½%) for supervision, overhead, bond, profit and any other general expense; and

- 9) The Contractor shall keep and present in such form as directed, a correct amount of the cost together with such supporting vouchers as may be required by the Department.
- c) Cost-Plus Work, with a not-to-exceed dollar limit, based on actual cost of:
 - 1) Labor, including foremen, and all fringe benefits that are associated with their wages;
 - 2) Materials entering permanently into the Work;
 - 3) The ownership or rental cost of construction plant and equipment during the time of use on the extra work. (Rental cost cannot exceed fifty percent (50%) replacement value of rented equipment);
 - 4) Power and consumable supplies for the operation of construction or power equipment;
 - 5) Workmen's Compensation, Contractor's Public Liability and Property Damage Insurance, and Comprehensive Automobile Liability Insurance;
 - 6) Social Security, pension and unemployment contributions;
 - 7) To the cost under K.1.c) 3) there shall be added a fixed fee to be agreed upon, but not to exceed fifteen percent (15%) of the actual cost of the Work performed with their own labor force; the fee shall be compensation to cover the cost of supervision, overhead, bond, profit, and any other general expense;
 - 8) On that portion of the work under K.1.c) 3) done under subcontract, the Contractor may include not over seven and one-half percent (7½%) for supervision, overhead, bond, profit, and any other general expense; and
 - 9) The Contractor shall keep and present in such form as directed, a correct amount of the cost together with such supporting vouchers as may be required by the Department.
2. If the Contractor claims that by any instructions given by the Architect / Engineer, the Department, by drawings or otherwise, regarding the performance of the Work or the furnishing of material under the Contract, involves extra cost, the Contractor shall give the Department written notice thereof within two weeks after the receipt of such instructions and in any event before proceeding to execute the work, unless delay in executing the work would endanger life or property.
3. No claim for extra work or cost shall be allowed unless the same was done in pursuance of a written order of the Architect / Engineer and approved by the Department, as previously mentioned, and the claim presented with the payment request submitted after the changed or extra work is completed.
4. Negotiation of cost for a change in the Work shall not be cause for the Contractor to delay prosecution of the Work if the Contractor has been authorized in writing by the Public Works Project Engineer to proceed.

L. Payments to Contractor.

1. The County will make partial payments to the Contractor for the value, proportionate to the amount of the Contract, of all labor and material incorporated in the work during the preceding calendar month upon receipt of approved Application and Certificate of Payment from the Architect / Engineer and approval of the Department.
2. The Contractor shall submit to the Architect / Engineer an Application and Certificate of Payment. The Architect / Engineer will review and approve this before sending it to the Public Works Project Engineer. Evidence may be required, and supplied on demand, that supports the request and the Contractor's right to the payment claimed.

3. Request for payment for preparatory work and materials delivered and suitably stored at the site to be incorporated into the Work at some future period, will be given due consideration. Requests involving materials stored off the site, may be rejected; however, if deemed essential for reasons of job progress, protection, or other sufficient cause, requests will be considered conditional upon the submission by the Contractor of bills of sale and such other procedures as will adequately protect the County's interest such as storage in a bonded warehouse with adequate coverage. If there is any error in a payment, the Contractor is obligated to notify the Department immediately, but no longer than ten (10) days from receipt of payment.
4. Payments by the County will be due within forty-five (45) days after receipt by the Department of a certified request.
5. Five percent (5%) of each request for certification will be retained until final completion and acceptance of all the Work covered by the Contract. However, anytime after fifty percent (50%) of the Work has been furnished and installed at the site, the remaining payments will be made in full if the Architect / Engineer and Public Works Project Engineer find that the progress of the Work corresponds with the construction progress schedule. If the Architect / Engineer and Public Works Project Engineer find that the progress of the Work does not correspond with the construction progress schedule, up to ten percent (10%) of each request for payment may be retained for the Work completed.
6. All material and work covered by partial payments made shall become the sole property of the County. This provision shall not be construed as relieving the Contractor from the sole responsibility for the care and protection of materials and work upon which payments have been made or the restoration of any damaged work, or as a waiver of the right of the County to require the fulfillment of all of the terms of the Contract.
7. Final payment will be made within sixty (60) days after final completion of the Work, and will constitute acceptance thereof.
8. On completion and acceptance of each separate division of the Contract, on which the stated price is separated in the Contract, payment may be made in full, including retained percentages thereon, less authorized deductions.
9. Every contractor engaged in performance of any contract for Department of Public Works, Highway & Transportation shall submit to this Department, as requested and with final application for payment for work under said contract, affidavit(s) as required to prove that all debts and claims against this Work are paid in full or otherwise satisfied, and give final evidence of release of all liens against the Work and County. If Wisconsin Prevailing Wage Rate Determination is required for this Work, use "Prime Contractor Affidavit of Compliance With Prevailing Wage Rate Determination" and "Agent or Subcontractor Affidavit of Compliance With Prevailing Wage Rate Determination" (if applicable). If Wisconsin Prevailing Wage Rate Determination is not required for this Work, use "Dane County, Wisconsin Contractor Wage Affidavit". Forms of such affidavits are included in Supplementary Conditions.

M. Withholding of Payments.

1. The County, after having served written notice on the said Contractor, may either pay directly any unpaid bills of which the Department has written notice, or withhold from the Contractor's unpaid compensation a sum of money deemed reasonably sufficient to pay any and all such lawful claims until satisfactory evidence is furnished that all liabilities have been fully discharged. Then payment to the Contractor shall be resumed

in accordance with the terms of this Contract, but in no event shall these provisions be construed to impose any obligations upon the County to either the Contractor or the Contractor's Surety.

2. In paying any unpaid bills of the Contractor, the County shall be deemed the Agent of the Contractor, and any payment so made by the County, shall be considered as a payment made under the Contract by the County to the Contractor and the County shall not be liable to the Contractor for any such payment made in good faith.
3. Contractor shall indemnify, hold harmless and defend Dane County, its boards, commissions, agencies, officers, employees and representatives from all claims growing out of the lawful demands of subcontractors, laborers, workmen, mechanics, material men, and furnishers of machinery and parts thereof, equipment, power tools, and all supplies, including commissary, incurred in the performance of this Contract.
4. At the Department's request, the Contractor shall furnish satisfactory evidence that all obligations of the nature designated above have been paid, discharged or waived.

N. Acceptance of Final Payment as Release.

1. The making of final payment shall constitute a waiver of all claims by the County except those arising from:
 - a) Unsettled lien;
 - b) Faulty or defective work appearing after substantial completion;
 - c) Failure of the work to comply with the requirements of the Construction Documents;
or
 - d) Terms of any special guarantees required by the Construction Documents.
2. The acceptance of final payment shall constitute a waiver of all claims by the Contractor.

O. Lien Waivers. The Contractor warrants that title to all work covered by an application for Payment will pass to the County no later than the time of payment. The Contractor further warrants that upon submittal of an Application for Payment all work for which Certificates for Payment have been previously issued and payments received from the County shall, to the best of the Contractor's knowledge, information and belief, be free and clear of liens, claims, security interests or encumbrances in favor of the Contractor, subcontractor, material suppliers, or other persons or entities making a claim by reason of having provide labor, materials and equipment related to the Work.

P. Use and Occupancy Prior to Acceptance. The Contractor agrees to the use and occupancy of a portion or unit of the project before formal acceptance by the Department, provided the Department:

1. Secures written consent of the Contractor; except when in the opinion of the Department's Public Works Project Engineer, the Contractor is chargeable with unwarranted delay in final cleanup of punch list items or other Contract requirements;
2. Secures endorsement from the insurance carrier and consent of the Surety permitting occupancy of the building or use of the project during the remaining period of construction, or, secures consent of the Surety;
3. Assumes all costs and maintenance of heat, electricity and water; and
4. Accepts all work completed within that portion or unit of the project to be occupied, at time of occupancy.

Q. Correction of Work.

1. All work, all materials whether incorporated in the Work or not, and all processes of manufacture shall at all times and places be subject to the inspection of the Architect / Engineer and the Public Works Project Engineer who shall be the judge of the quality and suitability of the work, materials, and processes of manufacture for the purposes for which they are used. Should they fail to meet the Architect / Engineer's and the Public Works Project Engineer's approval they shall be reconstructed, made good, replaced or corrected, as the case may be, by the Contractor at the Contractor's expense. Rejected material shall immediately be removed from the site.
2. If the Contractor defaults or neglects to carry out the Work in accordance with the Construction Documents or fails to perform any provision of the Contract, the Department may, after ten (10) days written notice to the Contractor and without prejudice to any other remedy the County may have, make good such deficiencies. In such case, an appropriate Change Order shall be issued deducting from the payments then or thereafter due the Contractor the cost of correcting such deficiencies, including the cost of the Architect / Engineer's additional services made necessary by such default, neglect or failure.

6. GENERAL GUARANTEE

- A. Neither the final certificate of payment nor any provision in the Construction Documents nor partial or entire occupancy of the premises by the County shall constitute an acceptance of work not done in accordance with the Construction Documents or relieve the Contractor of liability in respect to any expressed warranties or responsibility for faulty materials or workmanship.
 1. In no event shall the making of any payment required by the Contract constitute or be construed as a waiver by County of any breach of the covenants of the Contract or a waiver of any default of Contractor and the making of any such payment by County while any such default or breach shall exist shall in no way impair or prejudice the right of County with respect to recovery of damages or other remedy as a result of such breach or default.
- B. The Contractor shall remedy and make good all defective workmanship and materials and pay for any damage to other work resulting therefrom, which appear within a period of one year from the date of substantial completion, providing such defects are not clearly due to abuse or misuse by the County. The Department will give notice of observed defects with reasonable promptness.
- C. Guarantee on work executed after certified date of substantial completion will begin on the date when such work is inspected and approved by the Architect / Engineer and the Public Works Project Engineer.
- D. Where guarantees or warranties are required in sections of Construction Documents for periods in excess of one year, such longer terms shall apply; however, the Contractor's Performance / Payment Bond shall not apply to any guarantee or warranty period in excess of one year.

7. IDENTICAL BIDDING

- A. **Antitrust Laws.** All identical bids submitted to the County because of advertised procurement for materials, supplies, equipment or services exceeding \$1,000,000.00 in total

amount shall be reported to the Attorney Generals of the United States and the State of Wisconsin for possible violation and enforcement of antitrust laws.

8. BINDING CONTRACTS

- A. **Contract Commitment.** Any contracts resulting from this bid shall be binding on a successful bidder(s) to its conclusion and on its assigns, heirs, executors, administrators or successors.

9. AFFIRMATIVE ACTION PROVISION AND MINORITY / WOMEN / DISADVANTAGED BUSINESS ENTERPRISES

- A. **Affirmative Action Provisions.** During the term of its Contract, Contractor agrees not to discriminate on the basis of race, religion, color, sex, handicap, age, sexual preference, marital status, physical appearance, or national origin against any person, whether a recipient of services (actual or potential), an employee, or an applicant for employment. Such equal opportunity shall include but not be limited to the following: employment, upgrading, demotion, transfer, recruitment, advertising, layoff, termination, training, rates of pay, and any other form of compensation or level of service(s). Contractor agrees to post in conspicuous places, available to all employees, service recipients and applicants for this paragraph. The listing of prohibited bases for discrimination shall no be construed to amend in any fashion state or federal law setting forth additional bases and exceptions shall be permitted only to the extent allowable in state or federal law.
- B. Contractor is subject to this paragraph only if Contractor has ten (10) or more employees and receives \$10,000.00 or more in annual aggregate contracts with County. Contractor shall file an Affirmative Action Plan with the Dane County Contract Compliance Officer in accord with Chapter 19 of the Dane County Code of Ordinances. Contractor must file such plan within fifteen (15) days of the effective date of this Contract and failure to do so by that date shall constitute grounds for immediate termination of the Contract. During the term of this Contract, Contractor shall also provide copies of all announcements of employment opportunities to the County's Contract Compliance Office, and shall report annually the number of persons, by race, sex and handicap status, which apply for employment and, similarly classified, the number hired and the number rejected.
- C. Contact the Dane County Contract Compliance Officer at Dane County Contract Compliance Office, 210 Martin Luther King, Jr. Blvd., Room 421, Madison, WI 53703, 608/266-4114.
- D. In all solicitations for employment placed on Contractor's behalf during the term of this Contract, Contractor shall include a statement to the effect the Contractor is an "Equal Opportunity Employer."
- E. Contractor agrees to furnish all information and reports required by County's Contract Compliance Officer as the same relate to affirmative action and nondiscrimination, which may include any books, records, or accounts deemed appropriate to determine compliance with Chapter 19, Dane County Code of Ordinances, and the provision of this Contract.
- F. **Minority / Women / Disadvantaged / Emerging Small Business Enterprises.** Chapter 19.508 of the Dane County Code of Ordinances is the official policy of Dane County to utilize Minority Business Enterprises (MBEs), Women Business Enterprises (WBEs), Disadvantage Business Enterprises (DBEs) and Emerging Small Business Enterprises (ESBEs) fully.

- G. The Contractor may utilize MBEs / WBEs / DBEs / ESBES as subcontractors or suppliers. A list of subcontractors will be required of the low bidder as stated in this Contract. The list shall indicate which subcontractors or suppliers are MBEs / WBEs / DBEs / ESBES and what percentage of subcontract is awarded, shown as a percentage of the total dollar amount of the bid.

10. COMPLIANCE WITH FAIR LABOR STANDARDS

- A. During term of this Contract, Contractor shall report to County Contract Compliance Officer, within ten (10) days, any allegations to, or findings by National Labor Relations Board (NLRB) or Wisconsin Employment Relations Commission (WERC) that Contractor has violated statute or regulation regarding labor standards or relations. If investigation by Contract Compliance Officer results in final determination that matter adversely affects Contractor's responsibilities under this Contract, and which recommends termination, suspension or cancellation of this Contract, County may take such action.
- B. Contractor may appeal any adverse finding by Contract Compliance Officer as set forth in Dane County Ordinance 25.015(11)(c) through (e).
- C. Contractor shall post this statement in prominent place visible to employees: "As condition of receiving and maintaining contract with Dane County, this employer shall comply with federal, state and all other applicable laws prohibiting retaliation or union organizing."

11. DOMESTIC PARTNERSHIP BENEFITS

- A. Contractor agrees to provide same economic benefits to all of its employees with domestic partners as it does to employees with spouses, or cash equivalent if such benefit cannot reasonably be provided. Contractor agrees to make available for County inspection Contractor's payroll records relating to employees providing services on or under this Contract or subcontract. If any payroll records of Contractor contain any false, misleading or fraudulent information, or if Contractor fails to comply with provisions of Chapter 25.016, Dane County Ordinances, contract compliance officer may withhold payments on Contract; terminate, cancel or suspend Contract in whole or in part; or, after due process hearing, deny Contractor right to participate in bidding on future County contracts for period of one year after first violation is found and for period of three years after second or subsequent violation is found.

12. INSURANCE REQUIREMENTS

- A. Contractor shall indemnify, hold harmless and defend Dane County, its boards, commissions, agencies, officers, employees and representatives from and against all claims, damages, losses and expenses including attorneys' fees arising out of or resulting from the performance of the Work, provided that any such claim, damage, loss or expense is attributable to bodily injury, sickness, disease or death, or to injury to or destruction of tangible property (other than the Work itself) including the loss of use resulting there from, and is caused in whole or in part by any act or omission of the Contractor, any subcontractor, anyone directly or indirectly employed by any of them or anyone for whose acts any of them may be liable, regardless of whether or not it is caused in part by a part indemnified hereunder.
- B. In any and all claims against Dane County, its boards, commissions, agencies, officers, employees and representatives or by any employee of the Contractor, any subcontractor,

anyone directly or indirectly employed by any of them or anyone for whose acts any of them may be liable, the indemnification obligation under this Contract shall not be limited in any way by any limitation on the amount or type of damages, compensation or benefits payable by or for the Contractor or any subcontractor under worker's compensation acts, disability benefits or other employee benefit acts.

- C. The obligations of the Contractor under this Contract shall not extend to the liability of the Architect / Engineer, its agents or employees arising out of (1) the preparation or approval of maps, drawings, opinion, reports, surveys, change orders, designs or specifications; or (2) the giving of or the failure to give directions or instruction by the Architect / Engineer, its agents or employees provided such giving or failure to give is the primary cause of the injury or damage.
- D. The County shall not be liable to the Contractor for damages or delays resulting from work by third parties or by injunctions or other restraining orders obtained by third parties.
- E. **Contractor Carried Insurance.** In order to protect itself and the County, the Contractor shall not commence work under this Contract until obtaining all the required insurance and the County has approved such insurance. The Contractor shall not allow any subcontractor to commence work on the subcontract until the insurance required of the subcontractor has been so obtained and approved.
 - 1. **Worker's Compensation Insurance**
The Contractor shall procure and shall maintain during the life of this Contract, Worker's Compensation Insurance as required by statute for all of its employees engaged in work at the site of the project under this Contract and, in case of such work sublet, the Contractor shall require the subcontractor similarly to provide Worker's Compensation Insurance for all of the latter's employees to be engaged in such work unless such employees are covered by the protection afforded by the Contractor's Worker's Compensation Insurance.
 - 2. **Contractor's Public Liability and Property Damage Insurance**
The Contractor shall procure and maintain during the life of this Contract, Contractor's Public Liability Insurance and Contractor's Property Damage Insurance in an amount not less than \$1,000,000.00 per occurrence for bodily injury and death, and Contractor's Property Damage Insurance in an amount not less than \$1,000,000.00 and shall be primary with Dane County as an "Additional Insured".
 - 3. **Auto Liability Insurance**
The Contractor shall procure and maintain during the life of this Contract, Comprehensive Automobile Liability Insurance covering owned, non-owned and hired automobiles for limits of not less than \$1,000,000.00 and shall be primary with Dane County as an "Additional Insured".
- F. Contractor either (1) shall require each subcontractors to procure and to maintain during life of subcontract, subcontractor's Public Liability Property Damage Insurance, and Comprehensive Automobile Liability Insurance of type and in same amount specified in preceding paragraphs; or (2) insure that activities of subcontractors in their own policy.
- G. Contractor shall furnish the County with certificates showing type, amount, class of operations covered, effective dates and dates of expiration of policies. Such certificates shall also contain substantially this statement: "Insurance covered by this certificate will not be


canceled or materially altered, except after ten (10) days written notice has been received by the County.”

- H. **Builder’s Risk.** County shall provide Builder’s Risk policy. Terms of this policy will be made available by County’s Risk Manager upon Contractor’s request. By executing this Contract, Contractor warrants it is familiar with terms of said policy.

SUPPLEMENTARY CONDITIONS

1. APPLICATION & CERTIFICATE FOR PAYMENT

A. Every contractor engaged in performance of any contract for Department of Public Works, Highway & Transportation shall submit partial and final Application & Certificate for Payment for work under said contract. Form shall provide similar information as shown on AIA G702™ and G703™ forms (samples shown below). Forms shall be submitted to Public Works Project Manager for approval.


AIA Document G702™ – 1992

Application and Certificate for Payment

TO OWNER: PROJECT: APPLICATION NO: PROJECT NO:
PERIOD TO: FROM CONTRACTOR: VIA ARCHITECT: CONTRACT FOR: CONTRACTOR:
CONTRACT NO.: PROJECT NO:

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract Documents, including the Contract Schedule of Values, and all other information submitted to the Owner and Architect by the Contractor. Information shown in accordance with the Contract Documents and all other information submitted to the Owner and Architect by the Contractor shall be paid by the Owner to the Contractor.

1. ORIGINAL CONTRACT SUM \$ _____

2. Net change by Change Order \$ _____

3. CONTRACT SUM TO DATE (Line 1 + Line 2) \$ _____

4. AMOUNT PREVIOUSLY PAID \$ _____

5. TOTAL DUES AND FEES \$ _____

6. TOTAL NET PAYABLE (Line 3 - Line 4 - Line 5) \$ _____

7. AMOUNT TO BE PAID (Line 6 - Retainage) \$ _____

8. AMOUNT TO BE PAID, INCLUDING RETAINAGE (Line 7 + Retainage) \$ _____

| CHANGE ORDER SUMMARY | | ADDITIONS | DEDUCTIONS |
|--|--|-----------|------------|
| Total changes approved in previous months by Owner | | \$ | \$ |
| Total approved this Month | | \$ | \$ |
| TOTALS | | \$ | \$ |
| NET CHANGES by Change Order | | \$ | \$ |

ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising this application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated; the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.


AMOUNT CERTIFIED \$ _____

(Attach explanation if amount certified differs from the amount applied. Detail all figures on this Application and on the Continuation Sheet that are changed to conform with the amount certified.)

ARCHITECT: _____ **Date:** _____

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Insurance, payments and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

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AIA Document G703™ – 1992

Continuation Sheet

AIA Document G703™ APPLICATION AND CERTIFICATION FOR PAYMENT, containing Contractor's signed certification is attached.
 In tabulations below, amounts are stated in the nearest dollar.
 Use Column E for Contracts where variable retainage for line items may apply.

APPLICATION NO: APPLICATION DATE: ARCHITECT'S PROJECT NO:
 PERIOD TO: ARCHITECT'S PROJECT NO:

| A | B | C | D | E | F | G | H | I |
|----------|---------------------|-----------------|-----------------------------------|-------------|----------------|---------------------|-----------------------|-------------------|
| ITEM NO. | DESCRIPTION OF WORK | SCHEDULED VALUE | FROM PREVIOUS APPLICATION (D + E) | THIS PERIOD | WORK COMPLETED | MATERIALS PURCHASED | COST AND FEES (G + H) | RETAINAGE (I - H) |
| | | | | | | | | |
| | | | | | | | | |
| | | | | | | | | |
| | | | | | | | | |
| | | | | | | | | |
| | | | | | | | | |

CAUTION: You should sign an original AIA Contract Document, on which this list appears in RED. An original assures that changes will not be obtained.

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2. PREVAILING WAGE RATE DETERMINATION

- A. These supplements shall modify, delete, and / or add to Conditions of Contract. Where any article, paragraph, or subparagraph in Conditions of Contract is supplemented by one of these paragraphs, provisions of such article, paragraph, or subparagraph shall remain in effect and supplementary provisions shall be considered as added thereto. Where any article, paragraph, or subparagraph in Conditions of Contract is amended, voided, or superseded by any of these paragraphs, provisions of such article, paragraph, or subparagraph not so amended, voided, or superseded shall remain in effect.
 - 2. Conditions of Contract. Following Prevailing Wage Rate Determination No. 201003597 is added to Conditions of Contract.

- B. These State of Wisconsin forms, hereinafter set forth in this section, shall be filled out and submitted to Department of Public Works, Highway & Transportation:
 - 1. Prime Contractor Affidavit of Compliance With Prevailing Wage Rate Determination (ERD-5724)
 - 2. Agent or Subcontractor Affidavit of Compliance With Prevailing Wage Rate Determination (ERD-10584)
 - 3. Disclosure of Ownership (ERD-7777)
 - 4. Request To Employ Subjourneyperson (ERD-10880)

Prime Contractor Affidavit of Compliance With Prevailing Wage Rate Determination

NOTICE REQUIRED UNDER Section 15.04(1)(m), Wisconsin Statutes. Authorization for this form is provided under Sections, 66.0903(9)(b) and 103.49(4r)(9b) Wisconsin Statutes. The use of this form is mandatory. The penalty for failing to complete this form is prescribed in Section 103.005(12), Wisconsin Statutes. Personally identifiable information may be used for secondary purposes.

This form must **ONLY** be filed with the **Awarding Agency** indicated below.

| | | | |
|--|---------------------------|----------------------|--|
| State Of))SS County Of) | Project Name | | |
| | Project Number | Determination Number | |
| | Date Determination Issued | Date of Contract | |
| | Awarding Agency | | |
| | Date Work Completed | | |

After being duly sworn, the person whose name and signature appears below hereby states under penalty of perjury that

- **I am** the duly authorized officer of the corporation, partnership, sole proprietorship or business indicated below and have recently completed all of the work required under the terms and conditions of a contract with the above-named awarding agency and make this affidavit in accordance with the requirements set forth in Section 66.0903(9)(c) or 103.49(4r)(c), Wisconsin Statutes and Chapter DWD 290 of the Wisconsin Administrative Code in order to obtain FINAL PAYMENT from such awarding agency.
- **I have** fully complied with all of the wage and hour requirements applicable to this project, including all of the requirements set forth in the prevailing wage rate determination indicated above which was issued for such project by the Department of Workforce Development on the date indicated above.
- **I have** received the required affidavit of compliance from each of my agents and subcontractors that performed work on this project and have listed each of their names and addresses on page 2 of this affidavit.
- **I have** full and accurate records that clearly indicate the name and trade or occupation of every worker(s) that I employed on this project, including an accurate record of the hours worked and actual wages paid to such worker(s).
- **I will** retain the records and affidavit(s) described above and make them available for inspection for a period of at least three (3) years from the completion date indicated above at the address indicated below and shall not remove such records or affidavit(s) without prior notification to the awarding agency indicated above.

| | | | | |
|---|------|-------|-------------|---------------------------------|
| Name of Corporation, Partnership, Sole Proprietorship or Business | | | | |
| Street Address or P O Box | City | State | Zip Code | Telephone Number () - |
| Print Name of Authorized Officer | | | Date Signed | |
| Signature of Authorized Officer | | | | |

List of Agents and Subcontractors

| | | | | | |
|---------------------------|-------|----------|---------------------------|-------|----------|
| Name | | | Name | | |
| Street Address | | | Street Address | | |
| City | State | Zip Code | City | State | Zip Code |
| Telephone Number () - | | | Telephone Number () - | | |
| Name | | | Name | | |
| Street Address | | | Street Address | | |
| City | State | Zip Code | City | State | Zip Code |
| Telephone Number () - | | | Telephone Number () - | | |
| Name | | | Name | | |
| Street Address | | | Street Address | | |
| City | State | Zip Code | City | State | Zip Code |
| Telephone Number () - | | | Telephone Number () - | | |
| Name | | | Name | | |
| Street Address | | | Street Address | | |
| City | State | Zip Code | City | State | Zip Code |
| Telephone Number () - | | | Telephone Number () - | | |
| Name | | | Name | | |
| Street Address | | | Street Address | | |
| City | State | Zip Code | City | State | Zip Code |
| Telephone Number () - | | | Telephone Number () - | | |
| Name | | | Name | | |
| Street Address | | | Street Address | | |
| City | State | Zip Code | City | State | Zip Code |
| Telephone Number () - | | | Telephone Number () - | | |

If you have any questions call (608) 266-0028

Agent or Subcontractor Affidavit of Compliance With Prevailing Wage Rate Determination

NOTICE REQUIRED UNDER Section 15.04(1)(m), Wisconsin Statutes. Authorization for this form is provided under Sections, 66.0903(9)(b) and 103.49(4r)(9b) Wisconsin Statutes. The use of this form is mandatory. The penalty for failing to complete this form is prescribed in Section 103.005(12), Wisconsin Statutes. Personally identifiable information may be used for secondary purposes.

This form must **ONLY** be filed with the **Awarding Contractor** indicated below.

| | | | |
|--|---------------------------|--|----------------------|
| State Of))SS County Of) | Project Name | | |
| | Project Number | | Determination Number |
| | Date Determination Issued | | Date of Subcontract |
| | Awarding Contractor | | |
| | Date Work Completed | | |

After being duly sworn, the person whose name and signature appears below hereby states under penalty of perjury that

- **I am** the duly authorized officer of the corporation, partnership, sole proprietorship or business indicated below. We have recently completed all of the work required under the terms and conditions of a subcontract with the above-named awarding contractor. We make this affidavit in accordance with the requirements set forth in Section 66.0903(9)(b) or 103.49(4r)(b), Wisconsin Statutes and Chapter DWD 290 of the Wisconsin Administrative Code in order to obtain FINAL PAYMENT from such awarding contractor.
- **I have** fully complied with all of the wage and hour requirements applicable to this project, including all of the requirements set forth in the prevailing wage rate determination indicated above which was issued for such project by the Department of Workforce Development on the date indicated above.
- **I have** received the required affidavit of compliance from each of my agents and subcontractors that performed work on this project and have listed each of their names and addresses on page 2 of this affidavit.
- **I have** full and accurate records that clearly indicate the name and trade or occupation of every worker(s) that I employed on this project, including an accurate record of the hours worked and actual wages paid to such worker(s).
- **I will** retain the records and affidavit(s) described above and make them available for inspection for a period of at least three (3) years from the completion date indicated above at the address indicated below and shall not remove such records or affidavit(s) without prior notification to the awarding contractor.

| | | | | |
|---|------|-------|-------------|---------------------------------|
| Name of Corporation, Partnership, Sole Proprietorship or Business | | | | |
| Street Address | City | State | Zip Code | Telephone Number () - |
| Print Name of Authorized Officer | | | Date Signed | |
| Signature of Authorized Officer | | | | |

List of Agents and Subcontractors

| | | | | | |
|---------------------------|-------|----------|---------------------------|-------|----------|
| Name | | | Name | | |
| Street Address | | | Street Address | | |
| City | State | Zip Code | City | State | Zip Code |
| Telephone Number () - | | | Telephone Number () - | | |
| Name | | | Name | | |
| Street Address | | | Street Address | | |
| City | State | Zip Code | City | State | Zip Code |
| Telephone Number () - | | | Telephone Number () - | | |
| Name | | | Name | | |
| Street Address | | | Street Address | | |
| City | State | Zip Code | City | State | Zip Code |
| Telephone Number () - | | | Telephone Number () - | | |
| Name | | | Name | | |
| Street Address | | | Street Address | | |
| City | State | Zip Code | City | State | Zip Code |
| Telephone Number () - | | | Telephone Number () - | | |
| Name | | | Name | | |
| Street Address | | | Street Address | | |
| City | State | Zip Code | City | State | Zip Code |
| Telephone Number () - | | | Telephone Number () - | | |
| Name | | | Name | | |
| Street Address | | | Street Address | | |
| City | State | Zip Code | City | State | Zip Code |
| Telephone Number () - | | | Telephone Number () - | | |

If you have any questions call (608) 266-0028

Disclosure of Ownership

Notice required under Section 15.04(1)(m), Wisconsin Statutes. The statutory authority for the use of this form is prescribed in Sections 66.0903(12)(d) and 103.49(7)(d), Wisconsin Statutes. The use of this form is mandatory. The penalty for failing to complete this form is prescribed in Section 103.005(12), Wisconsin Statutes. Personal information you provide may be used for secondary purposes.

- (1) On the date a contractor submits a bid to or completes negotiations with a state agency or local governmental unit, on a project subject to Section 66.0903 or 103.49, Wisconsin Statutes, the contractor shall disclose to such state agency or local governmental unit the name of any "other construction business", which the contractor, or a shareholder, officer or partner of the contractor, owns or has owned within the preceding three (3) years.
- (2) The term "other construction business" means any business engaged in the erection, construction, remodeling, repairing, demolition, altering or painting and decorating of buildings, structures or facilities. It also means any business engaged in supplying mineral aggregate, or hauling excavated material or spoil as provided by Sections 66.0903(3), 103.49(2) and 103.50(2), Wisconsin Statutes.
- (3) This form must ONLY be filed, with the state agency or local governmental unit that will be awarding the contract, if **both (A) and (B) are met.**
 - (A) The contractor, or a shareholder, officer or partner of the contractor:
 - (1) Owns at least a 25% interest in the "other construction business", indicated below, on the date the contractor submits a bid or completes negotiations.
 - (2) Or has owned at least a 25% interest in the "other construction business" at any time within the preceding three (3) years.
 - (B) The Wisconsin Department of Workforce Development (DWD) has determined that the "other construction business" has failed to pay the prevailing wage rate or time and one-half the required hourly basic rate of pay, for hours worked in excess of the prevailing hours of labor, to any employee at any time within the preceding three (3) years.

Other Construction Business

Name of Business

Street Address or P O Box

City

State

Zip Code

Name of Business

Street Address or P O Box

City

State

Zip Code

Name of Business

Street Address or P O Box

City

State

Zip Code

Name of Business

Street Address or P O Box

City

State

Zip Code

I hereby state under penalty of perjury that the information, contained in this document, is true and accurate according to my knowledge and belief.

Print the Name of Authorized Officer

Signature of Authorized Officer

Date Signed

Name of Corporation, Partnership or Sole Proprietorship

Street Address or P O Box

City

State

Zip Code

If you have any questions call (608) 266-0028

Request To Employ Subjourneyperson

Personal information you provide may be used for secondary purposes. [See Section 15.04(1)(m), Wisconsin Statutes for details.] The use of this form is mandatory. The authority for the use of this form is prescribed in Section DWD 290.025, Wisconsin Administrative Code. The penalty for failing to complete this form is prescribed in Section 103.005(12), Wisconsin Statutes.

The employer indicated below requests that the Department of Workforce Development (DWD) determine the prevailing wage rate(s) and related qualifications to enable such employer to utilize a subjourneyperson(s) on the following public works project, in accordance with the provisions of Section DWD 290.025, Wisconsin Administrative Code.

| | |
|--|----------------------------------|
| 1. Name of Public Works Project | |
| County | City, Village or Township |
| Determination Number | Project Number |

| 2. Name of Employee (Last, First and Initial) | P.O. Box or Street Address | City | State | Zip Code | Date of Birth | Journey Classification |
|---|----------------------------|------|-------|----------|---------------|------------------------|
| | | | | | | |
| | | | | | | |
| | | | | | | |

| | | | |
|--|--|--------------|-----------------|
| 3. Name of Employer (Print) | Name of Person Making Request (Print) | | |
| P O Box or Street Address | City | State | Zip Code |
| Telephone Number () - - - | Title of Requestor | | |

READ CAREFULLY: I fully understand that this request is ONLY applicable to the project and employee(s) listed above and that such employee(s) will ONLY work under the direction of and directly assist a skilled trades employee by frequently using the tools of a skilled trades employee and will NOT regularly perform the duties of a general laborer, heavy equipment operator or truck driver. If the employee(s) indicated above regularly perform(s) the work of a different trade or occupation, he/she will be compensated for such work at the applicable journeypersons prevailing wage rate. I agree not to employ any employee as a subjourneyperson on this project until I receive written confirmation from the DWD. After such confirmation is received, I will compensate the employee(s) indicated above in strict accordance with the directions received from the DWD.

Signature of Requestor _____ Date Signed _____

MAIL COMPLETED REQUEST TO Equal Rights Division, Labor Standards Bureau, P. O. Box 8928 Madison WI 53708.
 You may call (608) 266-6860 if you need assistance in completing your request

Jim Doyle
Governor
Roberta Gassman
Secretary
Jennifer A. Ortiz
Division Administrator



EQUAL RIGHTS DIVISION
201 East Washington Avenue, Room A300
P.O. Box 8928
Madison, WI 53708
Telephone: (608) 266-6860
Fax: (608) 267-4592
TTY: (608) 264-8752
<http://www.dwd.state.wi.us/>

State of Wisconsin
Department of Workforce Development

DEPARTMENTAL ORDER

STEVE RICHARDS, PROJECT MANAGER
DANE COUNTY PUBLIC WORKS
1919 ALLIANT ENERGY CENTERWAY
MADISON, WI 53713

RE: EXTERIOR VESTIBULE DOORS REPAIRS/REPLACEMENT
CITY OF MADISON, DANE COUNTY, WISCONSIN
Determination No. 201003597 Project No. 309028

The application which you filed or was filed on your behalf, by the person copied below, for a prevailing wage rate determination applicable to the above-referenced project has been received.

A survey was conducted to determine the prevailing wage rate for the trade(s) or occupation(s) needed to complete the project. The findings of the survey are set forth in the enclosed determination.

If you believe that the wage rate for any trade or occupation does not accurately reflect the prevailing wage rate in the city, village or town in which the project is located, you have the right to request the department to conduct an administrative review regarding such wage rate.

Your request must be made, in writing, within 30 days from the date indicated below and at least 10 days before the date a construction contract(s) is to be awarded or negotiated. Your request must also include wage rate information on at least three (3) similar projects located in the city, village or town where the proposed project is located on which some work was performed by the contested trade(s) or occupation(s) during the current survey period and which was previously considered by the department in issuing the enclosed determination. See s. DWD 290.10 of the Wisconsin Administrative Code and either s. 66.0903 (3)(br) or s. 103.49 (3)(c), Stats. for a complete explanation of the administrative review process.

Now, therefore, it is hereby ORDERED that the prevailing wage rates set forth in the enclosed determination shall only be applicable to the above referenced project. This ORDER shall be deemed a FINAL ORDER of this department unless a timely request for an administrative review is filed with the department or a construction contract(s) is not awarded or negotiated before the determination's expiration date.

DATED

9/27/2010

Enclosures

FOR THE DEPARTMENT

A handwritten signature in black ink, appearing to read 'Matthew Hammer', is written over a horizontal line.

Matthew Hammer, Investigator
Labor Standards Bureau
Construction Wage Standards Section
(608) 266-7537

PREVAILING WAGE RATE DETERMINATION

Issued by the State of Wisconsin
Department of Workforce Development
Pursuant to s. 66.0903, Stats.
Issued On: 9/27/2010

DETERMINATION NUMBER: 201003597

EXPIRATION DATE: Prime Contracts MUST Be Awarded Or Negotiated On Or Before 3/25/2011. If NOT, You MUST Reapply.

DESCRIPTION OF PROJECT: EXTERIOR VESTIBULE DOORS REPAIRS/REPLACEMENT
PROJECT NO: 309028

LOCATION OF PROJECT: CITY OF MADISON, DANE COUNTY, WISCONSIN

CONTRACTING AGENCY: DANE COUNTY PUBLIC WORKS

CLASSIFICATION: Contractors are required to call the Department of Workforce Development if there are any questions regarding the proper trade or classification to be used for any worker on a public works project.

OVERTIME: Time and one-half must be paid for all hours worked over 10 hours per day and 40 hours per calendar week and for all hours worked on Saturday, Sunday and the following six (6) holidays: January 1; the last Monday in May; July 4; the 1st Monday in September; the 4th Thursday in November; December 25; the day before if January 1, July 4 or December 25 falls on a Saturday; the day following if January 1, July 4 or December 25 falls on a Sunday.

FUTURE INCREASE: If indicated for a specific trade or occupation, the full amount of such increase MUST be added to the "TOTAL" indicated for such trade or occupation on the date(s) such increase(s) becomes effective.

PREMIUM PAY: If indicated for a specific trade or occupation, the full amount of such pay MUST be added to the "HOURLY BASIC RATE OF PAY" indicated for such trade or occupation, whenever such pay is applicable.

SUBJOURNEY: Wage rates may be available for some of the classifications indicated below with the exception of laborers, truck drivers and heavy equipment operators. Any employer that desires to use any subjourney classification on this project MUST request the applicable wage rate from this department PRIOR to the date such classification is used on this project. Form ERD-10880 is available for this purpose.

BUILDING OR HEAVY CONSTRUCTION

Includes sheltered enclosures with walk-in access for the purpose of housing persons, employees, machinery, equipment or supplies and non-sheltered work such as canals, dams, dikes, reservoirs, storage tanks, etc. A sheltered enclosure need not be "habitable" in order to be considered a building. The installation of machinery and/or equipment, both above and below grade level, does not change a project's character as a building. On-site grading, utility work and landscaping are included within this definition. Residential buildings of four (4) stories or less, agricultural buildings, parking lots and driveways are NOT included within this definition.

Fringe Benefits Must Be Paid On All Hours Worked

| <u>TRADE OR OCCUPATION</u> | <u>HOURLY BASIC RATE OF PAY</u> | <u>HOURLY FRINGE BENEFITS</u> | <u>TOTAL</u> |
|---|---|---------------------------------------|--------------|
| | \$ | \$ | \$ |
| Acoustic Ceiling Tile Installer | 27.51 | 13.46 | 40.97 |
| Boilermaker | 32.14 | 17.87 | 50.01 |
| Bricklayer, Blocklayer or Stonemason | 31.46 | 15.45 | 46.91 |
| Future Increase(s): Add \$1.95 05/31/2010 | | | |
| Cabinet Installer | 27.51 | 13.46 | 40.97 |
| Carpenter | 27.51 | 13.46 | 40.97 |
| Carpet Layer or Soft Floor Coverer | 27.51 | 13.46 | 40.97 |
| Cement Finisher | 29.78 | 13.38 | 43.16 |
| Drywall Taper or Finisher | 25.95 | 13.10 | 39.05 |

| Fringe Benefits Must Be Paid On <u>All</u> Hours Worked | | | |
|---|--|--|---------------------|
| <u>TRADE OR OCCUPATION</u> | <u>HOURLY BASIC RATE OF PAY</u> | <u>HOURLY FRINGE BENEFITS</u> | <u>TOTAL</u> |
| | <u>\$</u> | <u>\$</u> | <u>\$</u> |
| Electrician | 31.61 | 17.90 | 49.51 |
| Future Increase(s): Add \$1.70/hr on 6/1/2010. | | | |
| Elevator Constructor | 42.73 | 16.47 | 59.20 |
| Fence Erector | 22.50 | 2.78 | 25.28 |
| Fire Sprinkler Fitter | 35.69 | 15.32 | 51.01 |
| Glazier | 36.83 | 6.68 | 43.51 |
| Heat or Frost Insulator | 31.63 | 18.26 | 49.89 |
| Insulator (Batt or Blown) | 22.87 | 11.40 | 34.27 |
| Ironworker | 30.30 | 15.71 | 46.01 |
| Lather | 27.51 | 13.46 | 40.97 |
| Line Constructor (Electrical) | 34.57 | 14.43 | 49.00 |
| Marble Finisher | 27.66 | 14.92 | 42.58 |
| Future Increase(s): Add \$1.78 on 6/1/2010; Add \$1.78 on 6/1/2011 | | | |
| Marble Mason | 34.58 | 14.92 | 49.50 |
| Future Increase(s): Add \$1.95 on 6/1/2010 | | | |
| Metal Building Erector | 30.30 | 15.71 | 46.01 |
| Millwright | 29.11 | 13.46 | 42.57 |
| Overhead Door Installer | 25.94 | 13.63 | 39.57 |
| Painter | 25.65 | 13.10 | 38.75 |
| Premium Pay: Add \$.25/hr. sandblasting; Add \$.40/hr. paperhanging; Add \$1.00/hr. spray/structural steel. | | | |
| Pavement Marking Operator | 23.46 | 9.45 | 32.91 |
| Piledriver | 28.01 | 13.46 | 41.47 |
| Pipeline Fuser or Welder (Gas or Utility) | 29.27 | 15.89 | 45.16 |
| Plasterer | 26.68 | 10.71 | 37.39 |
| Plumber | 35.78 | 13.76 | 49.54 |
| Future Increase(s): Add \$1/hr on 6/1/10; Add \$1/hr on 12/1/10. | | | |
| Refrigeration Mechanic | 31.43 | 14.46 | 45.89 |
| Roofer or Waterproofer | 28.85 | 10.06 | 38.91 |
| Sheet Metal Worker | 33.23 | 18.53 | 51.76 |
| Steamfitter | 38.05 | 14.76 | 52.81 |
| Teledata Technician or Installer | 21.08 | 5.52 | 26.60 |
| Temperature Control Installer | 31.00 | 16.80 | 47.80 |
| Terrazzo Finisher | 25.50 | 4.21 | 29.71 |
| Terrazzo Mechanic | 31.16 | 15.98 | 47.14 |
| Tile Finisher | 20.00 | 0.18 | 20.18 |
| Tile Setter | 29.21 | 14.85 | 44.06 |
| Future Increase(s): Add \$1.65 05/31/2010 | | | |
| Tuckpointer, Caulker or Cleaner | 31.48 | 11.46 | 42.94 |
| Underwater Diver (Except on Great Lakes) | 33.00 | 13.26 | 46.26 |
| Well Driller or Pump Installer | 24.22 | 14.80 | 39.02 |
| Siding Installer | 30.51 | 18.41 | 48.92 |
| Heavy Equipment Operator - ELECTRICAL LINE CONSTRUCTION ONLY | 34.57 | 15.39 | 49.96 |
| Light Equipment Operator -ELECTRICAL LINE CONSTRUCTION ONLY | 37.16 | 14.82 | 51.98 |
| Heavy Truck Driver - ELECTRICAL LINE CONSTRUCTION ONLY | 34.57 | 15.39 | 49.96 |

Fringe Benefits Must Be Paid On All Hours Worked

| <u>TRADE OR OCCUPATION</u> | <u>HOURLY BASIC RATE OF PAY</u> | <u>HOURLY FRINGE BENEFITS</u> | <u>TOTAL</u> |
|--|---|---------------------------------------|--------------|
| | \$ | \$ | \$ |
| Light Truck Driver - ELECTRICAL LINE CONSTRUCTION ONLY | 22.47 | 11.78 | 34.25 |
| Groundman - ELECTRICAL LINE CONSTRUCTION ONLY | 31.11 | 15.39 | 46.50 |

TRUCK DRIVERS

| | | | |
|---|-------|-------|-------|
| Single Axle or Two Axle | 22.22 | 14.67 | 36.89 |
| Three or More Axle | 17.50 | 12.16 | 29.66 |
| Articulated, Euclid, Dumptor, Off Road Material Hauler Future Increase(s): Add \$1.80/hr on 5/31/2010. | 30.89 | 17.16 | 48.05 |
| Pavement Marking Vehicle | 19.25 | 10.84 | 30.09 |
| Truck Mechanic | 17.50 | 12.16 | 29.66 |

LABORERS

| | | | |
|---|-------|-------|-------|
| General Laborer Future Increase(s): Add \$1.65/hr on 5/31/2010 Premium Pay: Add \$1.00/hr for certified welder; Add \$.25/hr for mason tender | 23.54 | 12.40 | 35.94 |
| Asbestos Abatement Worker | 15.00 | 5.11 | 20.11 |
| Landscaper | 13.15 | 0.00 | 13.15 |
| Gas or Utility Pipeline Laborer (Other Than Sewer and Water) | 19.44 | 11.15 | 30.59 |
| Fiber Optic Laborer (Outside, Other Than Concrete Encased) | 21.49 | 3.11 | 24.60 |
| Railroad Track Laborer | 18.00 | 1.19 | 19.19 |

**HEAVY EQUIPMENT OPERATORS
SITE PREPARATION, UTILITY AND LANDSCAPING WORK ONLY**

| | | | |
|---|-------|-------|-------|
| Crane; Backhoe (Track Type); Tractor or Truck Mounted Hydraulic Backhoe; Gradall (Cruz-Aire Type); Mechanic or Welder; Bulldozer or Endloader; Grader or Motor Patrol; Scraper (Self Propelled or Tractor Drawn) 5cu yards or more capacity; Power Subgrader; Asphalt Milling Machine; Boring Machine (Horizontal, Vertical or Directional); Air Track, Rotary or Percussion Drilling Machine; Trencher; Post Hole Digger or Driver; Tug or Launch (not performing work on the Great Lakes) | 29.89 | 16.83 | 46.72 |
| Farm or Industrial Type Tractor; Greaser; Compactor (Self-Propelled); Broom or Sweeper; Environmental Burner Future Increase(s): Add \$1.70/hr on 6/1/2010; Add \$1.85/hr on 6/1/2011. | 31.32 | 16.05 | 47.37 |
| Crusher, Screening or Wash Plant; Air Compressor (400 CFM or Over); Pump (3 Inch or Over) or Well Points; Refrigeration Plant or Freeze Machine; Skid Steer Loader (With or Without Attachments); Skid Rig; Stump Chipper; Mulcher; Vibratory Hammer or Extractor Future Increase(s): Add \$1.80/hr on 5/31/2010. | 28.82 | 17.16 | 45.98 |

**HEAVY EQUIPMENT OPERATORS
EXCLUDING SITE PREPARATION, UTILITY, PAVING AND LANDSCAPING WORK**

| | | | |
|---|-------|-------|-------|
| Crane, Tower Crane or Derrick, With or Without Attachments, With a Lifting Capacity of Over 100 Tons; Crane, Tower Crane or Derrick, With Boom, Leads and/or Jib Lengths Measuring 176 Feet or Over | 33.37 | 17.16 | 50.53 |
|---|-------|-------|-------|

Fringe Benefits Must Be Paid On All Hours Worked

| <u>TRADE OR OCCUPATION</u> | <u>HOURLY BASIC RATE OF PAY</u> | <u>HOURLY FRINGE BENEFITS</u> | <u>TOTAL</u> |
|--|---|---------------------------------------|--------------|
| | \$ | \$ | \$ |
| ----- | | | |
| Future Increase(s): Add \$2.05/hr on 5/31/2010. Premium Pay: Add \$.50/hr for cranes with lifting capacity at 200 ton; Add \$1.00/hr. at 300 ton; Add \$1.50/hr at 400 ton; Add \$2.00/hr at 500 ton. | | | |
| ----- | | | |
| Crane, Tower Crane or Derrick, With or Without Attachments, With a Lifting Capacity of 100 Tons or Under; Crane, Tower Crane or Derrick, With Boom, Leads and/or Jib Lengths Measuring 175 Feet or Under; Backhoe (Track Type) Having a Mfgr.'s Rated Capacity of 130,000 Lbs. or Over; Traveling Crane (Bridge Type); Caisson Rig; Pile Driver; Dredge (Not Performing Work on the Great Lakes) | 34.81 | 16.41 | 51.22 |
| ----- | | | |
| Crane (Go-Devil Type) or Truck Mounted Hydraulic Crane (10 Tons or Under); Backhoe (Track Type) Having a Mfgr.'s Rated Capacity of Under 130,000 Lbs.; Tractor or Truck Mounted Hydraulic Backhoe; Gradall (Cruz-Aire Type); Mechanic or Welder; Bulldozer or Endloader; Grader or Motor Patrol; Scraper (Self Propelled or Tractor Drawn) 5 cu yards or more capacity; Concrete Pump, Grout Pump or Concrete Conveyor (Rotec or Bidwell Type); Concrete Breaker (Manual or Remote); Concrete Batch Plant; Power Subgrader; Concrete Spreader; Concrete Paver; Concrete Grinder or Planing Machine; Concrete Conveyor System; Concrete Slipform Placer; Curb and Gutter Machine; Roller (Over 5 Ton); Shouldering Machine; Boring Machine (Horizontal, Vertical or Directional); Air Track, Rotary or Percussion Drilling Machine; Straddle Carrier or Travel Lift; Forklift (Machinery Moving or Steel Erection); Manhoist or Elevator; Material or Stack Hoist; Trencher; Sideboom; Hydro-Blaster (10,000 PSI or Over); Post Hole Digger or Driver; Railroad Track Rail Leveling Machine, Tie Placer, Extractor, Tamper, Stone Leveler or Rehabilitation Equipment | 30.42 | 16.41 | 46.83 |
| ----- | | | |
| Farm or Industrial Type Tractor; Greaser; Compactor (Self-Propelled); Concrete Saw (Vermeer Type); Concrete Bump Cutter or Grooving Machine; Tining or Curing Machine; Roller (5 Tons or Under); Broom or Sweeper; Hoist (Tugger); Environmental Burner | 30.63 | 6.37 | 37.00 |
| ----- | | | |
| Crusher, Screening or Wash Plant; Air, Electric or Hydraulic Jacking System; Air Compressor (400 CFM or Over); Generator (150 KW or Over); Pump (3 Inch or Over) or Well Points; Refrigeration Plant or Freeze Machine; Skid Steer Loader (With or Without Attachments); Robotic Tool Carrier (With or Without Attachments); Skid Rig; Stump Chipper; Mulcher; Vibratory Hammer or Extractor | 30.63 | 8.93 | 39.56 |
| ----- | | | |
| Oiler; Forklift | 27.19 | 16.57 | 43.76 |
| ----- | | | |
| Gas or Utility Pipeline, Except Sewer and Water (Primary Equipment) | 32.71 | 18.53 | 51.24 |
| ----- | | | |
| Gas or Utility Pipeline, Except Sewer and Water (Secondary Equipment) | 28.12 | 16.40 | 44.52 |
| ----- | | | |
| Future Increase(s): Add \$1.60/hr on 6/1/2010; Add \$1.60/hr on 6/1/2011. | | | |
| ----- | | | |
| Fiber Optic Cable Equipment | 37.05 | 3.69 | 40.74 |
| ----- | | | |

This document **MUST BE POSTED** by the **CONTRACTING AGENCY** in at least one conspicuous and easily accessible place **on the site of the project**. A local governmental unit may post this document at the place normally used to post public notices if there is no common site on the project. This document **MUST** remain posted during the entire time any worker is employed on the project and **MUST** be physically incorporated into the specifications and all contracts and most subcontracts. If you have any questions, please write to the Equal Rights Division, Labor Standards Bureau, P.O. Box 8928, Madison, Wisconsin 53708 or call (608) 266-7537.

The following statutory provisions apply to local governmental unit public works projects and are set forth below pursuant to the requirements of s. 66.0903 (8), Stats.

Each contractor, subcontractor or agent thereof performing work on a project that is subject to this section shall keep full and accurate records clearly indicating the name and trade or occupation of every person described in sub. (4) and an accurate record of the number of hours worked by each of those persons and the actual wages paid therefor.

Any contractor, subcontractor or agent thereof, who fails to pay the prevailing wage rate determined by the department under sub.(3) or who pays less than 1.5 times the hourly basic rate of pay for all hours worked in excess of the prevailing hours of labor determined under sub.(3), shall be liable to any affected employe in the amount of his or her unpaid wages or his or her unpaid overtime compensation and in an additional equal amount as liquidated damages. An action to recover the liability may be maintained in any court of competent jurisdiction by any employe for and in behalf of that employe and other employes similarly situated. No employe may be a party plaintiff to any such action unless the employe consents in writing to become such a party and the consent is filed in the court in which the action is brought. Notwithstanding s. 814.04 (1), the court shall, in addition to any judgment awarded to the plaintiff, allow reasonable attorney fees and costs to be paid by the defendant.

Consolidated List of Debarred Contractors
Prepared and Issued By
State of Wisconsin
Department of Workforce Development

January 1, 2009

This list has been prepared in accordance with the provisions of s. 66.0903(12) and s. 103.49(7), Stats. and Chapter DWD 294 of the Wisconsin Administrative Code. All contractors on this list were found to have committed a "debarable offense" related to certain labor standard provisions determined or established for a state or local public works project. No state agency or local governmental unit may knowingly solicit bids from, negotiate with or award any contracts to or approve or allow any subcontractors with a debarred contractor, including all divisions, affiliates or other organizational elements of such contractor that are engaged in construction business activities, until the debarment is terminated. The name of each debarred contractor must remain on this list for a period of three (3) years from the termination date indicated below. The contractor is, however, only "debarred" from the "effective date" through the "termination date" indicated for that contractor. Questions regarding this list should be addressed to Julie Eckenwalder, Equal Rights Division, P. O. Box 8928, Madison, WI 53708 or call (608) 266-3148. Deaf, hearing or speech-impaired callers may contact the department by calling its TDD number (608) 264-8752.

| <u>Name of Contractor</u> | <u>Address</u> | <u>Effective Date</u> | <u>Termination Date</u> | <u>Cause Code</u> | <u>Date of Violation(s)</u> | <u>Limitations/Deviations</u> |
|---|---|-----------------------|-------------------------|-------------------|-----------------------------|-------------------------------|
| Bechitsao, Joel | See Tri-State Traffic Services, Inc. | | | | | |
| Custom Heating & Air LLC | 283 Tony Lane Green Bay, WI 54304 | 12/1/06 | 11/30/09 | 1, 2 and 4 | 2003 to 2004 | None |
| D. C. Nevels Trucking, Inc. or D. C. Nevels Trucking | 3246 North Sherman Blvd. Milwaukee, WI 53216 | 6/1/05 | 5/31/08 | 1, 2 and 4 | 2000- 2002 | None |
| Gibraltar Construction LLC | N60 W15080 Bobolink Ave. Menomonee Falls, WI 53051 | 12/1/06 | 4/30/07 | 1 | 2005 | None |
| HGI Painting | P. O. Box 3481 Janesville, WI 53545 | 11/1/04 | 10/31/07 | 1, 2 and 4 | 2001, 2002 and 2003 | None |
| Hedding, Matt | See HGI Painting | 11/1/04 | 10/31/07 | 1, 2 and 4 | 2001, 2002 and 2003 | None |
| Joseph Stoller Company | N8426 Hwy 42 Algoma WI 54201 | 2/1/2007 | 1/31/2010 | 1 and 2 | 2004 and 2005 | None |

| <u>Name of Contractor</u> | <u>Address</u> | <u>Effective Date</u> | <u>Termination Date</u> | <u>Cause Code</u> | <u>Date of Violation(s)</u> | <u>Limitations/Deviations</u> |
|----------------------------------|---|-----------------------|-------------------------|-------------------|-----------------------------|-------------------------------|
| Keiver, David | See Custom Heating & Air LLC | 12/1/06 | 11/30/09 | 1, 2 and 4 | 2003 and 2004 | None |
| Maria, Steve | See Gibraltar Construction LLC | | | | | |
| Nevels, Betty | See D. C. Nevels Trucking, Inc. | | | | | |
| Nevels, Donald | See D. C. Nevels Trucking, Inc. | | | | | |
| Rick's Painting & Drywall | P. O. Box 2316 Eagle River, WI 54521 | 3/1/03 | 2/28/06 | 1 | 5/8/00 to 4/30/01 | None |
| Stoller Enterprises LLC | N8426 Hwy 42 Algoma, WI 54201-9552 | 2/1/2007 | 1/31/2010 | 1 and 2 | 2005 to 2006 | None |
| Stoller, Joseph | See Joseph Stoller Company | | | | | |
| Stoller, Patrick J. | See Stoller Enterprises LLC | | | | | |
| Strobel Construction, Inc.. | P. O. Box 2316 Eagle River, WI 54521 | 3/1/03 | 2/28/06 | 1 | 5/8/00 to 4/30/01 | None |
| Strobel, Diane | See Strobel Construction, Inc. | | | | | |
| Strobel, Rick | See Strobel Construction, Inc. | | | | | |
| Tri-State Traffic Services, Inc. | 12555 West Burleigh Road #3 Brookfield, WI 53005 | 12/1/06 | 11/30/07 | 1, 2 and 4 | 2003-2004 | None |

Cause Code: 1 = Failure to Pay Straight Time 2 = Failure to Pay Overtime 3 = Kickback 4 = Payroll Records.
 1 = Failure to Pay Straight Time 2 = Failure to Pay Overtime 3 = Kickback 4 = Payroll Records.

SECTION 01000
BASIC REQUIREMENTS

PART 1 GENERAL

1.1 SECTION SUMMARY

- A. Section Includes:
1. Section Summary
 2. Summary of the Work
 3. Contractor Use of Premises
 4. Applications for Payment
 5. Coordination
 6. Cutting and Patching
 7. Conferences & Progress Meetings
 8. Submittal Procedures
 9. Shop Drawings
 10. Product Data
 11. Samples
 12. Manufacturers' Instructions
 13. Quality Assurance / Quality Control of Installation
 14. References
 15. Protection of Installed Work
 16. Parking
 17. Staging Areas
 18. Occupancy During Construction and Conduct of Work
 19. Protection
 20. Progress Cleaning
 21. Products
 22. Product Options
 23. Substitutions
 24. Demonstration and Instructions
 25. Contract Closeout Procedures
 26. Final Cleaning
 27. Adjusting
 28. Operation and Maintenance Data
 29. Spare Parts and Maintenance Materials

1.2 SUMMARY OF THE WORK

- A. Project Description:
1. Work includes the demolition of existing entrances at Carroll Street. Wide stile aluminum doors and frames shall be reinstalled with new door hardware.
 2. Stainless steel frames shall be replaced at Wilson Street entrance and existing stainless steel doors shall be reinstalled. Provide new door hardware as specified.
 3. Entrances on Martin Luther King Jr. Blvd. shall be repaired, adjusted, and new door hardware provided as specified.

- B. Schedule of Alternates:
 - 1. Alternate Bid 1: Provide unit pricing for furnishing new automatic door operators to replace existing. Price shall be fully comprehensive for all parts and labor necessary for installation, including electrical.
 - 2. Alternate Bid 2: Provide lump sum price to replace Wilson Street entrance, doors 110-112 and associated frames with new aluminum wide stile doors and frames. This price shall include all new hardware and 1 inch insulated glass in doors and frames.
 - 3. Alternate Bid 3: Provide lump sum price for providing extended 3 year warranty on workmanship in lieu of 1 year warranty.
- C. Work by Owner: Owner will provide demolition of partition walls. Refer to Drawings, Sheet 1 and Sheet 2.
- D. Permits: Prior to commencement of the Work, Contractor to secure any and all necessary permits for completion of the Work and facility occupancy.

1.3 CONTRACTOR USE OF PREMISES

- A. Limit use of premises to allow work by Subcontractors and Owner.
- B. Allow for tenant access at each entrance to building throughout entire project.
- C. In the event that an entrance must be closed, Contractor is responsible for properly barricading and displaying signage in manner compliant with the American with Disabilities Act.

1.4 APPLICATIONS FOR PAYMENT

- A. Submit two (2) copies of each application on AIA G702™ and G703™ forms or approved contractors invoice form.
- B. Content and Format: Utilize Schedule of Values for listing items in Application for Payment.
- C. Payment Period: Monthly.

1.5 COORDINATION

- A. Coordinate scheduling, submittals, and work of various sections of Specifications to assure efficient and orderly sequence of installation of interdependent construction elements.

1.6 CUTTING AND PATCHING

- A. Employ a skilled and experienced installer to perform cutting and patching new work; restore work with new Products.

- B. Submit written request in advance of cutting or altering structural or building enclosure elements. Facilities Management must receive notice minimum of 48 hours in advance of cutting.
- C. Fit work tight to adjacent elements. Maintain integrity of wall, ceiling, or floor construction; completely seal voids.
- D. Refinish surfaces to match adjacent finishes.
- E. Door installation shall occur the same day as demolition. Contractor is responsible for ensuring that building is securable by the end of the workday. If doors cannot be installed in the same day, contractor shall provide temporary barricades. Temporary barricades must be removed by 7:00 AM the following morning to ensure tenant access to the building.

1.7 CONFERENCES AND PROGRESS MEETINGS

- A. Dane County Department Public Works, Highway & Transportation will schedule a preconstruction conference after Award of Contract for all affected parties.
- B. Project Engineer reserves the right to hold progress meetings to discuss schedule, safety, coordination, and other relevant subjects. Contractor's superintendent and/or project manager shall attend progress meetings.

1.8 SUBMITTAL PROCEDURES

- A. Submittal form to identify Project, Contractor, Subcontractor or supplier; and pertinent Construction Documents references.
- B. Apply Contractor's stamp, signed or initialed, certifying that review, verification of Products required, field dimensions, adjacent construction work, and coordination of information is in accordance with requirements of the Work and Construction Documents.
- C. Identify variations from Construction Documents and Product or system limitations that may be detrimental to successful performance of completing the Work.
- D. Revise and resubmit submittals as required; identify all changes made since previous submittal.

1.9 SHOP DRAWINGS

- A. Submit number of copies that Contractor requires, plus two (2) copies that shall be retained by Public Works Project Engineer.

1.10 PRODUCT DATA

- A. Submit number of copies that Contractor requires, plus two (2) copies that shall be retained by Public Works Project Engineer.

- B. Mark each copy to identify applicable products, models, options, and other data. Supplement manufacturer's standard data to provide information unique to this Project.

1.11 SAMPLES

- A. Submit samples to illustrate functional and aesthetic characteristics of the Product.
- B. Submit samples of finishes from the full range of manufacturers' standard colors, textures, and patterns for Public Works Project Engineer's selection.

1.12 MANUFACTURERS' INSTRUCTIONS

- A. When specified in individual Specification sections, submit manufacturers' printed instructions for delivery, storage, assembly, installation, start-up, adjusting, and finishing, in quantities specified for Product Data.

1.13 QUALITY ASSURANCE / QUALITY CONTROL OF INSTALLATION

- A. Monitor quality control over suppliers, manufacturers, Products, services, site conditions, and workmanship, to produce work of specified quality.
- B. Comply fully with manufacturers' instructions.
- C. Comply with specified standards as minimum quality for the Work except when more stringent tolerances, codes, or specified requirements indicate higher standards or more precise workmanship.

1.14 REFERENCES

- A. Conform to reference standard by date of issue current as of date for receiving bids.
- B. Should specified reference standard conflict with Construction Documents, request clarification from Public Works Project Engineer before proceeding.

1.15 PROTECTION OF INSTALLED WORK

- A. Protect installed work and provide special protection where specified in individual Specification sections.

1.16 PARKING

- A. Arrange for temporary parking areas to accommodate construction personnel. Parking availability is not guaranteed at the Work site.

1.17 STAGING AREAS

- A. Coordinate staging areas with Public Works Project Engineer prior to starting the Work.
- B. On-site space for use as staging areas and storage of materials is limited. Contractor shall be responsible for safety and security of equipment and materials that are stored on site.

1.18 OCCUPANCY DURING CONSTRUCTION AND CONDUCT OF WORK

- A. Areas of existing facility will be occupied during period when the Work is in progress. Work may be done during normal business hours (7:00 am to 4:30 pm), but confer with Owner, schedule work and store materials so as to interfere as little as possible with normal use of premises. Notify Owner when coring or similar noise making work is to be done and obtain Owner's written approval of schedule. If schedule is not convenient for Owner, reschedule and resubmit new times for Owner approval.
- B. Work shall be done and temporary facilities furnished so as not to interfere with access to any occupied area and so as to cause least possible interference with normal operation of facility or any essential service thereof.
- C. Contractor shall, at all times, provide approved, safe walkways and facility entrances for use by Owner, employees and public.
- D. Contractor shall provide adequate protection for all parts of facility, its contents and occupants wherever the Work under this contract is to be performed.
- E. Each Contractor shall arrange with Owner to make necessary alterations, do new work, make connections to all utilities, etc., at such times as will not cause interruption of utility services to facility.
- F. New work in extension of existing work shall correspond in all respects with that to which it connects or similar existing work unless otherwise indicated or specified.
 - 1. Existing work shall be cut, altered, removed or replaced as necessary for performance of contract obligations.
 - 2. Work remaining in place, damaged or defaced by reason of work done under this contract shall be restored equal to its condition at time of Award of Contract.
 - 3. If removal of work exposes discolored or unfinished surfaces or work out of alignment, such surfaces shall be refinished or materials replaced as necessary to make continuous work uniform and harmonious.

1.19 PROTECTION

- A. Contractor shall protect from injury all trees, shrubs, hedges, walks and driveways and pay for any damage to same resulting from insufficient or improper protection.

1.20 PROGRESS CLEANING

- A. Maintain areas free of waste materials, debris, and rubbish. Maintain site in clean and orderly condition.

1.21 PRODUCTS

- A. Products: Means new material, machinery, components, equipment, fixtures, and systems forming the Work, but does not include machinery and equipment used for preparation, fabrication, conveying and erection of the Work. Products may also include existing materials or components specifically identified for reuse.

- B. Do not use materials and equipment removed from existing premises, except as specifically identified or allowed by Construction Documents.

1.22 PRODUCT OPTIONS

- A. Where definite material is specified, it is not intention to discriminate against "equal" product made by another manufacturer. Intention is to set definite standard of material quality. Should bidder choose to bid materials other than those specified, bidder shall submit said materials specifications to Department of Public Works, Highway & Transportation for approval at least seven (7) days prior to Bid Opening.
- B. Products and materials that are not specified, but have been approved for use by Public Works Project Engineer shall be identified in addenda to all bidding contractors.
- C. Requests for material or product substitutions submitted after Bid Opening shall be considered. Owner reserves right to approve or reject substitutions based on Specification requirements and intended use.

1.23 SUBSTITUTIONS

- A. Public Works Project Engineer shall consider requests for Substitutions only within fifteen (15) days after date of Public Works Contract.
- B. Document each request with complete data substantiating compliance of proposed Substitution with Construction Documents.
- C. Substitutions shall not change contract price established at Bid Opening.

1.24 DEMONSTRATION AND INSTRUCTIONS

- A. Demonstrate operation and maintenance of Products to Owner's personnel prior to date of final inspection.
- B. Demonstrate start-up, operation, control, adjustment, trouble-shooting, servicing, maintenance, and shutdown of each item of equipment at agreed-upon times, at designated location.
- C. Owner may choose to videotape demonstration session; demonstration and demonstrator shall be to level of satisfaction of Owner.

1.25 CONTRACT CLOSEOUT PROCEDURES

- A. Submit written certification that Construction Documents have been reviewed, the Work has been inspected, and the Work is complete in accordance with Construction Documents and ready for Public Works Project Engineer's inspection.
- B. Submit final Application for Payment identifying total adjusted Contract Sum / Price, previous payments, and amount remaining due.

1.26 FINAL CLEANING

- A. Execute final cleaning prior to final inspection.
- B. Clean interior and exterior surfaces exposed to view.
- C. Remove waste and surplus materials, rubbish, and construction facilities from site.

1.27 ADJUSTING

- A. All door closers shall be adjusted to a minimum closing time of 3 seconds.
- B. Adjust operating Products and equipment to ensure smooth and unhindered operation.
- C. All doors shall be adjusted to be plumb and level within 1/8" in 6'.

1.28 OPERATION AND MAINTENANCE DATA

- A. Provide operation and maintenance data for all mechanical and electrical equipment supplied and installed in project.
- B. Provide warranty information on all manufactured products.
- C. Provide contact information, including name of company, address, telephone number, fax number, and name of contact for each supplier along with list of products supplied by that supplier.

1.29 SPARE PARTS AND MAINTENANCE MATERIALS

- A. Provide Products, spare parts, maintenance and extra materials in quantities specified in individual Specification Sections.
- B. Deliver to the Work site and place in location as directed.

PART 2 PRODUCTS

Not Used.

PART 3 EXECUTION

Not Used.

END OF SECTION

SECTION 01508

RECYCLING

PART 1 GENERAL

1.1 SUMMARY

A. Section Includes:

1. Waste Management Goals
2. Waste Management Plan
3. Reuse
4. Recycling
5. Materials Sorting and Storage On Site
6. Lists of Recycling Facilities Processors and Haulers
7. Waste Management Plan Form

B. Related Sections:

1. Section 01000 - Basic Requirements

1.2 WASTE MANAGEMENT GOALS

- A. Dane County requires that as many waste materials as possible produced as result of this project be salvaged, reused or recycled in order to minimize impact of construction waste on landfills and to minimize expenditure of energy and cost in fabricating new materials. Additional information may be found in The Dane County Green Building Policy, Resolution 299, 1999-2000.
- B. Contractor shall develop, with assistance of Public Works Project Engineer and Architect / Engineer, Waste Management Plan (WMP) for this project. Outlined in RECYCLING section of this specification are examples of materials that can be recycled or reused as well as recommendations for waste sorting methods.

1.3 WASTE MANAGEMENT PLAN

- A. Contractor shall complete WMP and include cost of recycling / reuse in Bid. WMP will be submitted to Public Works Project Engineer within fifteen (15) days of Notice to Proceed date. Copy of blank WMP form is in this Section. Submittal shall include cover letter and WMP form with:
1. Information on:
 - a. Types of waste materials produced as result of work performed on site;
 - b. Estimated quantities of waste produced;
 - c. Identification of materials with potential to be recycled or reused;
 - d. How materials will be recycled or reused;
 - e. On-site storage and separation requirements (on site containers);
 - f. Transportation methods; and
 - g. Destinations.

1.4 REUSE

- A. Contractors and subcontractors are encouraged to reuse as many waste materials as possible. Salvage should be investigated for materials not reusable on site.

1.5 RECYCLING

- A. These materials can be recycled in Dane County area:
 1. Wood.
 2. Wood Pallets.
 3. Fluorescent Lamps.
 4. Foam Insulation & Packaging (extruded and expanded).
 5. PVC Plastic (pipe, siding, etc.).
 6. Asphalt & Concrete.
 7. Bricks & Masonry
 8. Corrugated Cardboard.
 9. Metal.
 10. Carpet Padding.
 11. Gypsum Drywall.
 12. Shingles.
 13. Barrels & Drums.
 14. Solvents.

1.6 MATERIALS SORTING AND STORAGE ON SITE

- A. Contractor shall provide separate containers for recyclable materials. Number of containers will be dependent upon project and site conditions.
- B. Contractor shall provide on-site locations for subcontractors supplied recycling containers to help facilitate recycling.

1.7 LISTS OF RECYCLING FACILITIES PROCESSORS AND HAULERS

- A. Web site www.countyofdane.com has recycling symbol (link) near top of page that lists current information for Dane County Recycling Markets. Contractors can also contact Dane County's Recycling Manager at 608/267-8815, or local city, village, town recycling staff listed in above referenced web site. Statewide listings of recycling / reuse markets at available from Wisconsin Department of Natural Resources, www.dnr.state.wi.us/org/aw/wm/markets.

1.8 WASTE MANAGEMENT PLAN FORM

A. Contractor Information:

Name: _____

Address: _____

Phone No.: _____ Recycling Coordinator: _____

| MATERIAL | ESTIMATED QUANTITY | DISPOSAL METHOD (CHECK ONE) | | RECYCLING / REUSE COMPANY OR DISPOSAL SITE |
|--------------------------------------|------------------------------|-----------------------------|--------------|--|
| Salvaged & reused building materials | _____ cu. yds. _____ tons | _____ Recycled | _____ Reused | Name: _____ |
| | | _____ Landfilled | _____ Other | |
| Glass | _____ cu. yds. _____ tons | _____ Recycled | _____ Reused | Name: _____ |
| | | _____ Landfilled | _____ Other | |
| Wood | _____ cu. yds. _____ tons | _____ Recycled | _____ Reused | Name: _____ |
| | | _____ Landfilled | _____ Other | |
| Wood Pallets | _____ units | _____ Recycled | _____ Reused | Name: _____ |
| | | _____ Landfilled | _____ Other | |
| Fluorescent Lamps | _____ cu. ft. _____ lbs. | _____ Recycled | _____ Reused | Name: _____ |
| | | _____ Landfilled | _____ Other | |
| Foam Insulation | _____ cu. ft. _____ lbs. | _____ Recycled | _____ Reused | Name: _____ |
| | | _____ Landfilled | _____ Other | |
| Asphalt & Concrete | _____ cu. ft. _____ lbs. | _____ Recycled | _____ Reused | Name: _____ |
| | | _____ Landfilled | _____ Other | |
| Bricks & Masonry | _____ cu. ft. _____ lbs. | _____ Recycled | _____ Reused | Name: _____ |
| | | _____ Landfilled | _____ Other | |
| PVC Plastic | _____ cu. ft. _____ lbs. | _____ Recycled | _____ Reused | Name: _____ |
| | | _____ Landfilled | _____ Other | |
| Corrugated Cardboard | _____ cu. ft. _____ lbs. | _____ Recycled | _____ Reused | Name: _____ |
| | | _____ Landfilled | _____ Other | |
| Metals | _____ cu. yds. _____ tons | _____ Recycled | _____ Reused | Name: _____ |
| | | _____ Landfilled | _____ Other | |
| Carpet Padding | _____ cu. ft. _____ lbs. | _____ Recycled | _____ Reused | Name: _____ |
| | | _____ Landfilled | _____ Other | |
| Gypsum / Drywall | _____ cu. yds. _____ tons | _____ Recycled | _____ Reused | Name: _____ |
| | | _____ Landfilled | _____ Other | |

| | | | | |
|-----------------|------------------------------|------------------------------------|-----------------------------|-------------|
| Shingles | _____ cu. yds. _____ tons | _____ Recycled _____ Landfilled | _____ Reused _____ Other | Name: _____ |
| Barrels & Drums | _____ units | _____ Recycled _____ Landfilled | _____ Reused _____ Other | Name: _____ |
| Solvents | _____ gallons | _____ Recycled _____ Landfilled | _____ Reused _____ Other | Name: _____ |
| Other | _____ | _____ Recycled _____ Landfilled | _____ Reused _____ Other | Name: _____ |
| Other | _____ | _____ Recycled _____ Landfilled | _____ Reused _____ Other | Name: _____ |
| Other | _____ | _____ Recycled _____ Landfilled | _____ Reused _____ Other | Name: _____ |
| Other | _____ | _____ Recycled _____ Landfilled | _____ Reused _____ Other | Name: _____ |
| Other | _____ | _____ Recycled _____ Landfilled | _____ Reused _____ Other | Name: _____ |

PART 2 PRODUCTS

Not Used.

PART 3 EXECUTION

Not Used.

END OF SECTION

SECTION 07900

SEALANTS

PART 1 GENERAL

1.1 SCOPE

- A. All labor, material, equipment, and related services necessary to furnish and install sealants indicated on the Drawings or specified herein, including but not limited to:
 - 1. Sealing voids between windows, door frames, sidelites, louvers, and other frames in exterior walls and surrounding construction.
 - 2. Sealing joints between door frames, sidelites, borrowed lites, countertops, louvers, grilles, and other frames in interior walls and surrounding construction, and where indicated on the Drawings.

1.2 SUBMITTALS

- A. See Section 01000 – Basic Requirements
- B. Samples: Submit color samples of sealants and other materials exposed in the finished work for review. Standard colors, unless noted otherwise.

PART 2 PRODUCTS

2.1 ACCEPTABLE MANUFACTURERS

- 1. Pecora
- 2. Sika
- 3. Sonneborn
- 4. Tremco

2.2 PRIMER

- A. Primer for sealants as recommended by the sealant manufacturer.

2.3 POLYURETHANE SEALANT

- A. One-part polyurethane sealant conforming to Fed. Spec. TT-S-00230C, Type II, Class A and ASTM C920-87, Type S, Grade NS, Class 25; Sonneborn SONOLASTIC NP1, Sika SIKAFLEX-1A, or equal by Pecora.
- B. Two-part polyurethane sealant conforming to Fed. Spec. TT-S-0027E, Type II, Class A and ASTM C920-87, Type M, Grade NS, Class 25; Sonneborn SONOLASTIC NP2, Tremco DYMERIC, Sika SIKAFLEX-2C, or equal by Pecora.

2.4 ROD STOCK

- A. Closed cell, expanded polyurethane foam; Ethafoam rod stock. Furnish with round edges in thickness required.

2.5 MIXING

- A. Prepare and mix caulking materials and sealant strictly according to the manufacturer's instructions.

PART 3 EXECUTION

3.1 PREPARATION

- A. Surfaces to be caulked shall be sound, thoroughly dry, and clean. Rake and clean out joints full depth and width.
- B. Mask joints as necessary to protect adjacent surfaces.

3.2 APPLICATION OF SEALANTS

- A. Install polyurethane rod stock joints to receive sealant. Use proper size and shape pieces so that installed foam is compressed approximately 30% and face of foam is at the required depth.
- B. Prime surfaces and apply sealants strictly according to the sealant manufacturer's instructions.
- C. Material shall be gun-applied using a nozzle of sufficient size to fill the joint completely. Caulk wide joints with three passes. Run a bead at each inside corner, and fill joint with a third pass. Tool joints immediately after application of material to ensure full contact with adjacent surfaces. Strike off excess material. The finished bead shall be flush with the adjoining surfaces, unless otherwise indicated on the Drawings.
- D. Remove masking, excess material and smears. Leave adjacent surfaces clean and free of sealant and primer.

3.3 POLYURETHANE SEALANT

- A. Use two-part polyurethane sealant for exterior joints and all working joints.
- B. Use one-part polyurethane sealant for all other sealant work not otherwise indicated on the Drawings or specified herein.
- C. Joints to receive polyurethane sealant shall be not less than ¼" wide. Depth of sealant shall be as recommended by manufacturer, or generally the depth equal to one half the width.

END OF SECTION

SECTION 08151

PRE-ASSEMBLED STEEL DOORS AND FRAMES

PART 1 GENERAL

1.1 SUMMARY

- A. Section Includes:
 - 1. Work includes exterior stainless steel entrance door frames, related sidelights and transoms.
- B. Related Sections:
 - 1. Section 01000 – Basic Requirements;
 - 2. Section 07900 – Sealants;
 - 3. Section 08700 – Door Hardware.

1.2 REFERENCES

- A. American Society of Civil Engineers:
 - 1. ASCE 7 - Minimum Design Loads for Buildings and Other Structures.
- B. ASTM International:
 - 1. ASTM A653/A653M - Standard Specification for Steel Sheet, Zinc-Coated (Galvanized) or Zinc-Iron Alloy-Coated (Galvannealed) by the Hot-Dip Process.
 - 2. ASTM E84 - Standard Test Method for Surface Burning Characteristics of Building Materials.
 - 3. ASTM E283 - Standard Test Method for Determining the Rate of Air Leakage Through Exterior Windows, Curtain Walls, and Doors Under Specified Pressure Differences Across the Specimen.
 - 4. ASTM E330 - Standard Test Method for Structural Performance of Exterior Windows, Curtain Walls, and Doors By Uniform Static Air Pressure Difference.
 - 5. ASTM E331 - Standard Test Method for Water Penetration of Exterior Windows, Curtain Walls, and Doors By Uniform Static Air Pressure Difference.
 - 6. ASTM E547 - Standard Test Method for Water Penetration of Exterior Windows, Curtain Walls, and Doors by Cyclic Static Air Pressure Differential.
 - 7. ASTM C1036 - Standard Specification for Flat Glass.
- C. Consumer Product Safety Commission:
 - 1. CPSC 16 CFR 1201; Safety Standard for Architectural Glazing.

1.3 SUBMITTALS

- A. Section 01000 – Basic Requirements: Submittal Procedures.
- B. Shop Drawings: Before any materials are installed at the job site, Contractor shall submit four (4) copies of shop drawings showing large scale sections of all typical members,

dimensional plans and elevations, hardware lists and all other components as specified and required.

- C. Warranty: Submit a copy of the door and hardware warranties for review by the Project Engineer.
- D. Service and Operating Manuals: Upon completion of the installation, submit three (3) copies of service and operation manuals complete with drawings, diagrams, operation and installation instructions, parts lists and maintenance notes for the hardware and the doors.

1.4 QUALIFICATIONS

- A. Manufacturer: Company specializing in manufacturing Products specified in this section with minimum five (5) years documented experience.
- B. Installer: Company specializing in performing work of this section with minimum three (3) years documented experience.

1.5 FIELD MEASUREMENTS

- A. Verify field measurements prior to fabrication.

1.6 WARRANTY:

- A. All entrances and framing systems shall be warranted against defective materials and workmanship for a period of one (1) year beginning at the completion of the installation.

PART 2 PRODUCTS

2.1 PRE-ASSEMBLED STEEL DOORS AND FRAMES

- A. Manufacturers:
 - 1. Dawson Metal Company, Inc.;
 - 2. Approved equal.

2.2 MATERIALS

- A. Shall be 13 gauge stainless steel
 - 1. Type: 316
- B. Finish: To be selected by Owner to match existing surfaces. Provide Owner with samples to choose from.

2.3 DOOR FRAMES

- A. Stainless steel frames shall be formed from a minimum of 13 gauge material.

- B. Fabricate components in accordance with approved shop drawings. Shop fabricate to greatest extent practicable to minimize field cutting, splicing and fastening. Remove burrs from cut edges.
- C. Fabricate system with welded construction. Welding shall be in accordance with AWS standards, performed by qualified welders. Do not distort members or deface exposed finish.
- D. Fabricate and assemble entrances with joints only at intersections of members with uniform hairline connections.

2.4 FABRICATION

- A. Configure exterior frames to accept weatherstripping.
- B. Factory glaze sidelights and transoms.

2.5 DOOR HARDWARE

- A. Hardware shall be as specified in Section 08700 – Door Hardware.

PART 3 EXECUTION

3.1 EXAMINATION

- A. Correct unacceptable conditions before proceeding with installation.

3.2 PREPARATION

- A. Apply one coat of bituminous paint to interior of metal frames to be in contact with cementitious materials.
- B. Provide insulation at any gaps or voids where frames meet masonry walls.

3.3 INSTALLATION

- A. Install units in accordance with manufacturers installation instructions.
- B. Install doors and frames plumb, level, square, and true to line with specified tolerances..
- C. Install frames without the use of exposed fasteners, except where indicated on shop drawings.
- D. Anchor door frames securely.
- E. Caulk perimeter of thresholds using exterior sealant

F. Coordinate installation of hardware specified in Section 08 71 00 {08710}.

3.4 ERECTION TOLERANCES

- A. Frames shall be installed plumb, square, and level.
- B. Doors shall be installed plumb and level within 1/8 inch in 6 feet.
- C. Door Clearances:
 - 1. Top – 1/8 inch
 - 2. Sides – 1/8 inch
 - 3. Bottom (between door and threshold) – 3/16 inch.
- D. Maximum Diagonal Distortion: 1/16 inch measured with straight edges, crossed corner to corner.

3.5 ADJUSTING

- A. Adjust door and frame units to ensure smooth and balanced movement.

3.6 CLEANING

- A. Remove stains or materials having adverse effect on components and finishes as work progresses. Remove excess glazing and sealant compounds.
- B. Just prior to Date of Substantial Completion, clean entire entrance assembly, including interior and exterior metal and glass. Comply with door manufacturer's product data for cleaning.

END OF SECTION

SECTION 08410

ALUMINUM ENTRANCES

PART 1 GENERAL

1.1 SCOPE

- A. All labor, material, equipment, and related services necessary to furnish and install all thermo-break aluminum store front type entrances, framing, sidelights, and fixed window units as shown on the Drawings or specified herein.

1.2 SUBMITTALS

- A. Section 01000 – Basic Requirements: Submittal Procedures.
- B. Shop Drawings: Before any materials are installed at the job site, Contractor shall submit four (4) copies of shop drawings showing large scale sections of all typical members, dimensional plans and elevations, hardware lists and all other components as specified and required.
- C. Warranty: Submit a copy of the door and hardware warranties for review by the Project Engineer.
- D. Service and Operating Manuals: Upon completion of the installation, submit three (3) copies of service and operation manuals complete with drawings, diagrams, operation and installation instructions, parts lists and maintenance notes for the hardware and the doors.

1.3 REFERENCE STANDARDS

- A. ANSI/ASTM E330 – Structural Performance of Exterior Windows, Curtain Walls, and Doors by Uniform Static Air Pressure Difference.

1.4 STRUCTURAL DESIGN

- A. Design to withstand a minimum of wind load when glazed of 20 pounds per square foot normal to the surface. Increase individual members and anchorage in size or reinforcing as necessary to resist the loads with undue deflection.

1.5 QUALITY ASSURANCE

- A. Installer Qualifications: Firm with minimum of three years experience in installation of similar hardware to that required for this Project. Project Engineer may request references for firm's five (5) most recent comparable scale projects. Firms must maintain two-hour response time effective for 1-year warranty/maintenance service period.

- B. Dimension given in the Specifications are approximate. It shall be the responsibility of the bidder to make exact measurements to insure proper fitting of the work.

1.6 WARRANTY:

- A. All entrances and framing systems shall be warranted against defective materials and workmanship for a period of one (1) year beginning at the completion of the installation.

PART 2 PRODUCTS

2.1 ACCEPTABLE MANUFACTURERS

- A. Entrance to be extruded aluminum components by:
 1. Kawneer,
 2. Tubelite,
 3. Empirehouse,
 4. U.S. Aluminum,
 5. or approved equal.

2.2 MATERIAL

- A. Extrusion shall be 6063-T5 alloy. Major portions of the door stiles and framing shall be 0.125" thickness.
- B. FRAMING SYSTEM GASKETS AND SEALANTS: Manufacturer's standard, recommended by manufacturer for joint type.
- C. GLAZING SEALANTS: For structural-sealant-glazed systems, as recommended by manufacturer for joint type, and as follows:
 1. Structural Sealant: ASTM C 1184, single-component neutral-curing silicone formulation that is compatible with system components with which it comes in contact, specifically formulated and tested for use as structural sealant and approved by a structural-sealant manufacturer for use in aluminum-framed systems indicated.
 2. Weather Sealant: ASTM C 920 for Type S Grade NS, Class 25, Uses NT, G, A, and O; single-component neutral-curing formulation that is compatible with structural sealant and other system components with which it comes in contact; recommended by structural-sealant, weatherseal-sealant, and aluminum-framed-system manufacturers this use.
- D. ACCESSORY MATERIALS: Joint sealants: For installation at perimeter of aluminum-framed systems, as specified in Section 07900 – Sealants.

2.3 FRAMING

- A. Framing members for door opening and fixed store front windows shall have a nominal dimension of 2". Overall depth shall be 4-1/2".

- B. Exterior framing members shall incorporate a thermal barrier which eliminates all direct contact between interior and exterior aluminum sections.
- C. Exterior framing shall be designed for 1" insulation glass.

2.4 ENTRANCE AND VESTIBULE DOORS

- A. Aluminum, wide stile, 5" top and vertical stile doors. Corner construction shall consist of both Sigma deep penetration weld and mechanical fastening. Glazing stops shall be snap-in type with neoprene bulb-type glazing gasket. Doors shall be weatherstripped on four sides with metalbac, pile cloth installed in the door and frame.
- B. Exterior doors to be thermo break aluminum doors.

2.5 HARDWARE

- A. General: All hardware for aluminum entrance doors and door frames shall be furnished by the entrance manufacturer. Finish of hardware to match doors.

2.6 FINISH

- A. Aluminum entrance unit and store front framing and doors shall be given the manufacturer's standard 30 micron finish. Color to be selected from standard palette.

PART 3 EXECUTION

3.1 INSTALLATION

- A. Install aluminum entrances in locations shown on the details; in accordance with the manufacturer's installation instructions.
- B. Pack framing with loose insulation before installing door and window units.

END OF SECTION

SECTION 08700

DOOR HARDWARE

PART 1 GENERAL

1.1 SCOPE

- A. Commercial door hardware for aluminum and stainless steel entrances.
- B. Where items of hardware are not definitely or correctly specified and are required for completion of the work, a statement of such omission, error, or other discrepancy should be directed to the Project Engineer, prior to bid due date, for clarification by addendum. Lack of such notification shall constitute bidder's acceptance of the responsibility to furnish hardware items in the type, quality, and quantity acceptable to all governing authorities, established by this specification for the appropriate service intended.
- C. RELATED SECTIONS:
 - 1. 08410 – Aluminum Entrances

1.2 SUBMITTALS

- A. Shop Drawings: Submit detailed hardware schedules using same reference numbers for details and openings as those on Drawings. Include product data for each hardware item and other information essential to the review of the Door Hardware Schedule.
 - 1. Content: Include the following information:
 - a. Type, style, function, size, label, hand, and finish of each door hardware item.
 - b. Manufacturer of each item.
 - c. Fastenings and other pertinent information.
 - d. Location of each door hardware set, cross-referenced to Drawings.
 - e. Explanation of abbreviations, symbols, and codes contained in schedule.
 - f. Mounting locations for door hardware.
 - g. Door and frame sizes and materials.
 - h. Description of each electrified door hardware function, including location, sequence of operation, and interface with other building control systems.
- B. Finishes: Provide sample of manufacturer's finishes. Owner to select sample that best matches existing hardware.
- C. Wiring Diagrams: Detail wiring for power, signal, and control systems and differentiate between manufacturer-installed and field-installed wiring. Include the following:
 - 1. System Schematic.
 - 2. Point-to-point wiring diagram.
 - 3. Riser diagram.
 - 4. Elevation of each door.

1.3 QUALITY ASSURANCE

- A. Supplier Qualifications: Commercial hardware supplier who maintains and operates an office and stocking warehouse within 100 miles of project location for at least two years and can document experience with projects of similar type and scale.
- B. Installer Qualifications: Firm with minimum of three years experience in installation of similar hardware to that required for this Project. Project Engineer may request references for firm's five (5) most recent comparable scale projects. Firms must maintain two-hour response time effective for 1-year warranty/maintenance service period.
- C. The work covered in this Specification shall include all labor, equipment, tools and materials necessary for the repairs of existing vestibule doors at each of the three public entrances to the City-County Building as put forth in these Specification and Plans.
- D. The plan sheet for this project is attached to these Specifications.
- E. Installation of new doors shall include the removal of the existing doors as explained in these Specifications.
- F. Dimension given in the Specifications are approximate. It shall be the responsibility of the bidder to make exact measurements to insure proper fitting of the work.

1.4 WARRANTY

- A. Manufacturer Warranty: Manufacturer's publicly published warranty must be greater than or equal to:
 - 1. Mechanical Locksets: Five years
 - 2. Architectural Grade Panic Exit Hardware: Five years
 - 3. Panic Exit Hardware Trim: Five years
 - 4. Mechanical Door Closers: Five years
 - 5. Hinges: Five years
- B. Maintenance Service
 - 1. Tools and Instructions: Furnish complete set of specialized tools and maintenance instructions as needed for Owner's continued adjustment, maintenance, and removal and replacement of door hardware.
 - 2. Maintenance Service: Beginning at Substantial Completion, provide 12 months full maintenance by skilled employees of door hardware installer. Include minimum two (2) visits, bi-annual preventative maintenance, repair, or replacement of worn or defective components, lubrication, cleaning, and adjusting as required for proper door hardware operation. Provide parts and supplies same as those used in manufacture and installation of original products. Technician response time for service shall not exceed two (2) hours.

PART 2 PRODUCTS

2.1 SCREWS AND FASTENERS

- A. Machine Screws: For metal doors and frames. Install into drilled and tapped holes. Finish screw heads to match surface of hinges.

2.2 HINGES

- A. Full Mortise
 - 1. Hager
 - a. 5 knuckle
 - b. Heavy weight
 - c. Non-removable pins

2.3 EXIT DEVICES

- A. All exit devices shall be provided with dogging feature controlled by keyed cylinder.
- B. Wide Stile
 - 1. Von Duprin
 - a. 98/99 Series – Concealed vertical rod
- C. Narrow Stile
 - 1. Von Duprin
 - a. 33A/35A Series – Concealed vertical rod

2.4 PUSH/PULL UNITS

- A. Pull Handle
 - 1. Aluminum
 - a. Standard pull
 - b. Finish to match doors
 - 2. Stainless Steel
 - a. Standard Pull
 - b. Diameter to match existing push bar, re-use existing mounting holes.

2.5 CYLINDERS AND KEYING

- A. Cylinders: Manufacturer's standard tumbler type, constructed from brass or bronze, stainless steel, or nickel and consisting of seven pins
 - 1. Manufacturer: Best
- B. Provide blank cores to Owner. Owner will build cores.

2.6 CLOSERS

- A. Functions/Accessories: Provide appropriate closer as applicable. Furnish closers with the necessary arms, brackets, and other closer accessories to suit the door and frame conditions. Mount closers on the inside of exterior doors.
- B. Manufacturer:
 - 1. LCN 4040 XP

2.7 THRESHOLDS, WEATHERSTRIPPING & GASKETING

- A. Thresholds
 - 1. Reese, No. S205. Provide one piece full width of opening.
- B. Weatherstripping
 - 1. New doors - Reese, No. 755A
 - 2. Existing doors – Replacement to match existing
- C. Sill Strip
 - 1. Reese, No. 323

2.8 AUTOMATIC DOOR OPERATOR

- A. Heavy Duty Magic Force by Stanley Access Technologies
 - 1. Provide new radio controlled switch plates, two switches per operator;
 - 2. Finish to match door and frame;
 - 3. Operator shall open both leaves in a pair of doors.

2.9 FINISHES

- A. Aluminum
 - 1. Clear, anodic coating, AA-M12-C22 A31
- B. Stainless Steel
 - 1. US32 or US32D to match existing
- C. Provide exit devices, and push/pull units with an FDA recognized antimicrobial coating with built-in protection to prevent the growth of a broad range of bacteria, mold, and mildew.

2.10 FABRICATION

- A. Manufacturer's Nameplate: Do not provide manufacturers' products that have manufacturer's name or trade name displayed in a visible location (omit removable nameplates).
 - 1. Manufacturer's identification will be permitted on rim of lock cylinders only.
- B. Base Metals: Produce door hardware units of base metal, fabricated by forming method indicated, using manufacturer's standard metal alloy, composition, temper, and hardness.

Furnish metals of a quality equal to or greater than that of specified door hardware units and BHMA A156.18 for finishes. Do not furnish manufacturer's standard materials or forming methods if different from specified standard.

- C. Fasteners: Provide door hardware manufacture to comply with published templates generally prepared for machine, wood, and sheet metal screws. Provide screws according to commercially recognized industry standards for application intended.
 - 1. Provide Phillips flat-head screws with finished heads to match surface of door hardware, unless otherwise indicated.
 - 2. Concealed Fasteners: For door hardware units that are exposed when door is closed, except for units already specified with concealed fasteners. Do not use through bolts for installation where bolt head or nut on opposite face is exposed unless it is the only means of securely attaching the door hardware. Where through bolts are used hollow door and frame construction, provide sleeves for each through bolt.

PART 3 EXECUTION

3.1 EXAMINATION

- A. Examine doors and frames, with Installer present, for compliance with requirement for installation tolerances, labeled fire door assembly construction, wall and floor construction, and other conditions affecting performance.
- B. Examine roughing-in for electrical power systems to verify actual locations of wiring connections before electrified door hardware installation.
- C. Proceed with installation only after unsatisfactory conditions have been corrected.

3.2 PREPARATION

- A. Steel Doors and Frames: comply with DHI A115 Series
 - 1. Surface-Applied Door Hardware: Drill and tap doors and frames per ANSI A250.6

3.3 INSTALLATION

- A. Mounting Heights: Mount door hardware units at heights indicated as follows unless otherwise indicated or required to comply with governing regulations.
 - 1. Standard Steel Doors and Frames: DHI's "Recommended Locations for Architectural Hardware for Standard Steel Doors and Frames."
- B. Installation: Install each door hardware item to comply with manufacturer's written instructions. Where cutting and fitting are required to install door hardware onto or into surfaces that are later to be painted or finished in another way, coordinate removal, storage, and reinstallation of surface protective trim units with finishing work specified in Division 9 Sections. Do not install surface-mounted items until finishes have been completed on substrates involved.

1. Door Closers: Mount closers on the interior side of exterior doors.
 2. Set units level, plumb, and true to line and location. Adjust and reinforce attachment substrates as necessary for proper installation and operation.
 3. Drill and countersink units that are not factory prepared for anchorage fasteners. Space fasteners and anchors according to industry standards.
- C. Push/Pull Units: Centerline 42 inches above finished floor.
- D. Door Pulls: Centerline 42 inches above finished floor. Center between door edge and glazed opening.
- E. Thresholds: Set thresholds for exterior and acoustical doors in full bed of sealant complying with requirements specified in Division 7 Section Sealants.

3.4 ADJUSTING

- A. Initial Adjustment: Adjust and check each operating item of door hardware and each door to ensure proper operation or function of every unit. Replace units that cannot be adjusted to operate as intended. Adjust door control devices to compensate for final operation of heating and ventilating equipment and to comply with referenced accessibility requirements.
1. Door Closers: Unless otherwise required by authorities having jurisdiction, adjust sweep period so that, from an open position of 70 degrees, door will take at least 3 seconds to move to a point 3 inches from latch, measured to leading edge of door.
- B. Occupancy Adjustment: Approximately six months after date of Substantial Completion, schedule installer's architectural hardware consultant to examine and readjust, including adjusting operating forces, each item of door hardware as necessary to ensure function of doors, door hardware, and electrified door hardware.

3.5 CLEANING AND PROTECTION

- A. Clean adjacent surfaces soiled by door hardware installation
- B. Clean operating items as necessary to restore proper function and finish.
- C. Provide final protection and maintain conditions that ensure that door hardware is without damage or deterioration at time of Substantial Completion.

3.6 Demonstration

- A. Engage a factory-authorized service representative to train Owner's maintenance personnel to adjust, operate, and maintain door hardware and door hardware finishes.

END OF SECTION

