

# City of Gahanna

200 South Hamilton  
Road  
Gahanna, Ohio 43230

## Signature

Ordinance: ORD-0024-2025

File Number: ORD-0024-2025

### AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO A CONTRACT WITH PROFESSIONAL PAVEMENT SERVICES FOR THE 2025 SIDEWALK MAINTENANCE LOOKBACK PROGRAM (ST-1115)

**WHEREAS**, on May 1, 2025, the City of Gahanna opened and reviewed bids for the 2025 Sidewalk Maintenance Lookback Program (ST-1115), which includes concrete sidewalk and curb ramp removal and replacement, sidewalk panel chamfer sawcutting, and other related work; and

**WHEREAS**, a total of four (4) bids were received, and Professional Pavement Services was determined to be the lowest responsive and responsible bidder for this project; and

**WHEREAS**, the Department of Engineering recommends awarding the Base Bid in the amount of \$566,108.49, along with Alternate 1 for Additional ADA Ramps in the amount of \$116,094.00; and

**WHEREAS**, the Department further recommends including a 10% contingency to cover any unforeseen construction costs, bringing the total authorized contract amount to \$750,422.74; and

**WHEREAS**, funds for this project have been previously appropriated as follows:

325.06.550.5500: \$750,422.74

**WHEREAS**, this Ordinance is not subject to the 30-day referendum requirement pursuant to Section 4.14 of the City Charter, as authorization is granted for a construction contract.

**NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF GAHANNA, COUNTY OF FRANKLIN, STATE OF OHIO:**

**Section 1.** That the Mayor is hereby authorized to enter into a contract with Professional Pavement Services, primary offices located at 152 Troutman Rd, Delaware, Ohio 43015, for the 2025 Sidewalk Maintenance Lookback Program (ST-1115) in an amount not to exceed seven hundred fifty thousand four hundred twenty-two dollars and seventy-four cents (\$750,422.74), as further detailed in the scope of work attached hereto and incorporated herein as EXHIBIT A.

**Section 2.** The funds required for this contract have been previously appropriated from account 325.06.550.5500.

**Section 3.** That this Ordinance shall be in full force and effect after passage by Council and on date of signature of approval by the Mayor.

At a regular meeting of the City Council on June 2, 2025, a motion was made by Weaver, seconded by Renner, that the Ordinance be Adopted. The vote was as follows:

Ms. Bowers, yes; Ms. Jones, absent; Ms. McGregor, yes; Ms. Padova, yes;  
Mr. Renner, yes; Mr. Schnetzer, yes; Mr. Weaver, yes.



President

Merisa K. Bowers  
Merisa K. Bowers

Date

4/2/2025

Attest by

Jeremy A. VanMeter  
Jeremy A. VanMeter  
Clerk of Council

Date

6/2/2025

Approved by the Mayor

Laurie A. Jadwin  
Laurie A. Jadwin

Date

6-2-2025

Approved as to Form

PDT  
Priya D. Tamilarasan  
City Attorney

Date

6/2/25





City of Gahanna  
Department of Engineering  
200 South Hamilton Road • Gahanna, OH 43230  
614.342.4050 Phone • 614.342.4100 Fax • [www.gahanna.gov](http://www.gahanna.gov)

## INVITATION FOR BID

### 2025 SIDEWALK LOOKBACK MAINTENANCE PROGRAM REBID, ST-1115

**BID OPENING DATE: MAY 1, 2025 AT 11:00AM, LOCAL TIME**

**Professional Pavement Services, LLC**

Company Name Submitting Bid

**152 Troutman Rd**

Street Address

**Delaware, OH 43015**

City, State, Zip

**740-726-2222**

Telephone Number



## TABLE OF CONTENTS

	<u>Page</u>
<b>Notice to Bidders</b> .....	1
<b>Information &amp; Requirements for Bidders</b> .....	2 - 19
<b>Appendix A:</b> Supplementary Specifications	
<b>Appendix B:</b> Prevailing Wage	
<b>Appendix C:</b> Documents to be Submitted with Bid	
Contractor's Qualification Statement	
Subcontractors List	
Corporate Affidavit	
Contractor's Personal Property Tax Affidavit (O.R.C. §5719.042)	
Non-collusion Affidavit	
Escrow Waiver	
Bid Guaranty and Contract Bond (O.R.C. §153.571)	
Bid Form	
<b>Appendix D:</b> Plans, Detail Sheets	
<b>Appendix E:</b> Owner-Contractor Agreement & Administrative Project Documents	
Owner-Contractor Agreement	
Fiscal Officer's Statement of Availability	
Modified Standard General Conditions of the Construction Contract	
State of Ohio Bureau of Worker's Compensation Insurance Certificate Attachment Sheet	
Insurance Certificate Attachment Sheet	
Notice of Commencement of Public Improvement	
Notice of Award to Contractor	
Notice of Award to Surety and Surety's Agent	
Notice to Proceed	
Change Order	
Payroll Information	
Final Payroll Affidavit	
Contractor's Payment Application Checklist	
Contractor's Affidavit with Subcontractors List & Suppliers with any Amounts Withheld	
Contractor's Waiver and Release Agreement	
Subcontractor's/Supplier's Waiver & Release Agreement	
Statement of Claim Form	
Statement of Claim Form Instructions	
Design Professional's Certificate of Substantial Completion	
<b>Appendix F:</b> Gahanna Standard General Conditions	
City of Columbus CMS Supplement &/or ODOT Supplement	



## NOTICE TO BIDDERS

Sealed bids will be received by the City of Gahanna, Ohio ("Owner") until **11 am**, local time, on **April 24, 2025**, through the Owner's electronic bidding system for all labor, material, and services necessary for the **2025 Sidewalk Lookback Maintenance Program Rebid, ST-1115**, as more fully described in the Contract Documents prepared by the City of Gahanna. Bids received after this time will not be accepted. Bids will be opened publicly and read immediately thereafter. Subject to the right of the Owner to reject any or all bids, the Owner will award contracts to the bidder(s) submitting the lowest and best bid(s).

**Engineer's Estimate: \$543,080.23 (Base Bid)**

**Engineer's Estimate ALT 1: \$107,133.76 (Additional ADA Ramps)**

The Owner utilizes an online electronic bidding system through Bid Express as its sole method of bid submission for projects and contracts that are subject to competitive bidding. Bidders new to the Owner's electronic bidding system must first register on the Bid Express website ([www.bidexpress.com](http://www.bidexpress.com)) to create an InfoTech Digital ID which is used to digitally sign bids. Registration is free. It can take up to five (5) business days to process a digital ID and it is highly recommended that a Digital ID be enabled 48-hours in advance of submitting an electronic bid. Bidders must plan accordingly. For additional guidance regarding the owner's electronic bidding system, bidders must contact Bid Express directly. Questions will be received only in Bid Express until **April 17, 2025, at 11 am**.

The base bid Project consists of concrete sidewalk and curb ramp removal and replacement, sidewalk panel chamfer saw cutting, and other related work. It is anticipated that the work will commence on **June 3, 2025** and be completed by **October 31, 2025**.

A complete set of the Contract Documents is available for examination at the office of the Director of Engineering, 200 South Hamilton Road, Gahanna, Ohio 43230 during its normal business hours without charge. Copies may be obtained through the Owner's electronic bidding system.

All bids must be accompanied by a Bid Guaranty and Contract Bond for the full amount of the bid (including all add alternates) as described in the Information and Requirements for Bidders. If State or Federal Labor Standards Provisions and State Wage Provisions are applicable to this project, it will be a part of the contract documents.

All bids must be accompanied by a preliminary planned schedule on proposed work and timelines involved with each phase of the project on when they plan to start, duration and complete each. No Bidder may withdraw its bid within sixty (60) days after the bid opening. The Owner reserves the right to waive irregularities in bids, to reject any or all bids, and to conduct such investigation as necessary to determine the lowest and best bidder for each contract.

Thomas Komlanc, Director of Engineering

Advertise: April 2, 2025 & April 9, 2025



## INFORMATION AND REQUIREMENTS FOR BIDDERS

Information and Requirements for Bidders Coversheet (the "Coversheet")
Each Bidder shall be responsible for submitting its Bid in accordance with the instructions in this Information and Requirements for Bidders, for the bid opening, before <b>11 AM</b> (local time) on <b>April 24, 2025</b> (the "Bid Deadline").
The Bid shall be submitted through the Owner's electronic bidding system, as its sole method of bid submission for projects and contracts that are subject to competitive bidding. Bidders new to the Owner's electronic bidding system must first register on the BidExpress website ( <a href="http://www.bidexpress.com">www.bidexpress.com</a> ) to create an
The Design Professional (referred to as the "Design Professional" or "Engineer" in the Contract Documents) is: _____ _____ _____ Phone: _____
The Design Professional (referred to as the "Design Professional" or "Engineer" in the Contract Documents) is: _____ Phone: _____
If no other individual is named, then the City Engineer shall be considered to be the Project Design Professional.
The Project and Work for the Project consists of all labor, materials, equipment, and services necessary for the <b>2025 Sidewalk Lookback Maintenance Program Rebid, ST-1115</b> .
The Date for Substantial Completion is <b>October 31, 2025</b> .
The total estimated construction cost for the base bid Work on the Project for which bids are being solicited at this time is <b>\$543,080.23 (base bid); \$107,133.76 (Alternate 1 - Additional ADA Ramps)</b>
A complete set of the Contract Documents is available for examination, without charge, on Bid Express or at the Office of the Director of Engineering, 200 South Hamilton Road, Gahanna, Ohio 43230 during its normal business hours.

- A. BIDDER'S PLEDGE AND AGREEMENT
- B. EXAMINATION OF CONTRACT DOCUMENTS AND SITE CONDITIONS AND RELIANCE UPON TECHNICAL DATA
- C. OWNER & DESIGN PROFESSIONAL
- D. PROJECT
- E. WORK
- F. ESTIMATE OF COST
- G. CONTRACT DOCUMENTS
- H. PREPARATION OF BIDS
- I. METHOD OF AWARD
- J. EXECUTION OF CONTRACT
- K. SUBSTITUTIONS/NON-SPECIFIED PRODUCTS
- L. ALTERNATES
- M. UNIT PRICES
- N. ADDENDA
- O. INTERPRETATION
- P. STATE SALES AND USE TAXES
- Q. DATE FOR SUBSTANTIAL COMPLETION/LIQUIDATED DAMAGES
- R. OWNER'S RIGHT TO WAIVE DEFECTS AND IRREGULARITIES
- S. MODIFICATION/WITHDRAWAL OF BIDS
- T. COMPLIANCE WITH APPLICABLE LAWS
- U. FINDINGS FOR RECOVERY
- V. PREVAILING WAGES
- W. FEDERAL FUNDING
- X. OHIO PUBLIC WORKS COMMISSION FUNDING

**A. BIDDER'S PLEDGE AND AGREEMENT**

1. Each Bidder acknowledges that this is a public project involving public funds and that the Owner expects and requires that each successful Bidder adhere to the highest ethical and performance standards. Each Bidder by submitting a bid pledges and agrees that (a) it will act at all times with absolute integrity and truthfulness in its dealings with the Owner and the Design Professional, (b) it will use its best efforts to cooperate with the Owner and the Design Professional and all other Contractors on the Project and at all times will act with professionalism and dignity in its dealings with the Owner, Design Professional, and other Contractors, (c) it will assign only competent supervisors and workers to the Project, each of whom is fully qualified to perform the tasks that are assigned to him/her, and (d) it has read, understands and will comply with the terms of the Contract Documents.

**B. EXAMINATION OF CONTRACT DOCUMENTS AND SITE CONDITIONS AND RELIANCE UPON TECHNICAL DATA**

1. Each Bidder shall have a competent person carefully and diligently review each part of the Contract Documents, including the Divisions of the Specifications and parts of the Drawings that are not directly applicable to the Work on which the Bidder is submitting its bid. By submitting its bid, each Bidder represents and agrees, based upon its careful and diligent review of the Contract Documents, that it is not aware of any conflicts, inconsistencies, errors, or omissions in the Contract Documents for which it has not notified the Design Professional in writing at least seven (7) calendar days prior to the bid opening. If there are any such conflicts, inconsistencies, errors, or omissions in the Contract Documents, the Bidder (i) will provide the labor, equipment, or materials of the better quality or greater quantity of Work and/or (ii) will comply with the more stringent requirements. The Bidder will not be entitled to any additional compensation for any conflicts, inconsistencies, errors, or omissions that would have been discovered by such careful and diligent review, unless it has given prior written notice to the Design Professional.
2. Each Bidder shall have a competent person carefully and diligently inspect and examine the entire site and the surrounding area, including all parts of the site applicable to the Work for which it is submitting its bid, including location, condition, and layout of the site and the location of utilities, and carefully correlate the results of the inspection with the requirements of the Contract Documents. The Bidder's bid shall include all costs attributable to site and surrounding area conditions that would have been discovered by such careful and diligent inspection and examination of the site and the surrounding area, and the Bidder shall not be entitled to any , additional compensation, or additional time on account of such conditions.
3. The Bidder may rely upon the general accuracy of any technical data included in the Project Manual (e.g., soils exploration reports, soil boring logs, site survey, or abatement reports) in preparing its bid, but such technical data are not part of the Contract Documents. Except for the limited reliance described in the preceding sentence, Bidder may not, if awarded a contract for the Work, rely upon or make any Claim against the Owner or Design Professional, or any of their agents or employees, with respect to any of the following:
  - a. the completeness of such reports and drawings for Bidder's purposes, including, but not limited to, any aspects of the means, methods, techniques, sequences, and procedures of construction to be employed by the successful Bidder and safety precautions and programs incident thereto;
  - b. other data, interpretations, opinions, and information contained in such reports or shown or indicated in such drawings; or



- c. any interpretation by the successful Bidder of or conclusion drawn from any technical data or any such other data, interpretations, opinions, or information. For example, all interpolations and extrapolations of data performed by the Bidder to estimate locations or quantities of subsurface strata are independent factual assumptions, which Owner does not warrant.
4. Each Bidder will be deemed to have actual knowledge of all information provided or discussed at the pre-bid meeting.

**C. OWNER & DESIGN PROFESSIONAL**

1. The Owner is:

	City of Gahanna
Telephone:	<u>614-342-4050</u>
Email:	<a href="mailto:engineering@gahanna.gov">engineering@gahanna.gov</a>

The Owner's Representative is **Thomas Komlanc, PE**

2. The Design Professional (referred to as the "Design Professional" or "Engineer" in the Contract Documents) is set forth in the Coversheet.

**D. PROJECT**

1. The Project and Work for the Project consists of all labor, materials, equipment, and services necessary for the Project as identified in the Coversheet, all in accordance with the Drawings and Specifications prepared by the Design Professional. The Project will be substantially complete by the Date for Substantial Completion, identified in the Coversheet.

**E. WORK**

1. The Project consists of the contract(s) for work on the Project identified in the Coversheet. Individual bid package estimates are provided for the Bidder's information only.

**F. ESTIMATE OF COST**

1. The total estimated construction cost for the base bid Work on the Project for which bids are being solicited at this time is set forth in the Coversheet.

**G. CONTRACT DOCUMENTS**

1. The Contract Documents consist of the Contract Documents listed in Section 1 of the Owner-Contractor Agreement.
  - a. A complete set of the Contract Documents is available for examination, without charge, at the Office of the Director of Engineering, 200 South Hamilton Road, Gahanna, Ohio 43230 during its normal business hours, as well as on Bid Express as identified in the Coversheet.
  - b. Bidders shall use complete sets of Contract Documents in preparing bids. Neither the Owner nor the Design Professional assumes any responsibility for errors or misinterpretations resulting from the use of incomplete sets of Contract Documents.

- c. The Owner or the Design Professional, in making the Contract Documents available on the above terms, does so only for the purpose of obtaining bids on the Work and does not confer a license or grant for any other use.

## **H. PREPARATION OF BIDS**

1. All bid documents in **Appendix C** must be completed and submitted at the time of the bid opening including but not limited to a Bid Guaranty. See Section H.7 below. All bids must be submitted on the Bid Form furnished with the Contract Documents.
2. Fill in all blank spaces, in ink or typewritten, in words and figures, and in figures only where no space is provided for words: sign the Bid Form. The wording on the Bid Form shall be used without change, alteration, or addition. Any change in the wording or omission of specified accompanying documents may cause the bid to be rejected. If there is an inconsistency or conflict in the bid amount, the lowest amount shall control, whether expressed in numbers or words.
3. Bidders shall note receipt of all Addenda by signing and including as an attachment under Contractor's Qualifications Statement (Additional Material) section on BidExpress. If the Bidder fails to acknowledge receipt of each Addendum, the Bid shall be deemed non-responsive, unless the Bid amount clearly and unambiguously reflects receipt of the Addendum, or the Addendum involves only a matter of form and does not affect the price, quantity, or quality of the Work to be performed in any material manner.

The bid opening shall be extended one (1) week if any addenda is issued within a seventy-two (72) hour period prior to the bid opening, excluding Saturdays, Sundays and legal holidays, with no further advertising of bids required unless otherwise noted in the addendum. It is the sole responsibility of the bidder to ensure that their bid is received in the proper time before the bid deadline.

4. Each Bidder shall submit their bid only through the Owner's electronic bidding system as set forth in the Coversheet. The Bid Form shall be signed with the name typed below the signature. A Bidder that is a corporation shall sign its bid with the legal name of the corporation followed by the name of the state of incorporation and the legal signature of an officer authorized to bind the corporation to a contract.
5. The completed Bid Form shall be accompanied by the following documents: All bid documents in **Appendix C** located on Bid Express. Any change in the wording or omission of specified accompanying documents may cause the bid to be rejected.
6. The Bidder shall take the following precautions in preparing its bid:
  - a. Sign the bid and check to ensure all blank spaces have been filled in with requested information and the specified accompanying documents (listed in Item 5 above).
  - b. When the Bid Form provides for quoting either an addition or deduction for an Alternate item, indicate whether the sum named is an addition or deduction. If it is not indicated, it will be conclusively presumed that the amount is a deduction.
  - c. When the Bid Form provides for quoting a unit price, the Bidder should quote the unit price as set forth in the Bid Documents.
  - d. When applicable, make sure that the Bid Guaranty is properly executed and signed by:

- 1) The Bidder
  - 2) The Surety or Sureties
- e. The form of Bid Guaranty must be a Bid Guaranty and Contract Bond, and the amount may be left blank; if an amount is inserted, it must equal the total of the base bid and all add alternates included. If an amount is inserted, the failure to state an amount equal to or greater than the total of the base bid and all add alternates that are accepted shall make the bid non-responsive.
  - f. Make sure that the appropriate bid package and scope of work is inserted in the correct space on the Bid Guaranty and Contract Bond Form. Failure to include work covered by the bid submitted may make the bid non-responsive.
  - g. Combination Bids. The Owner may provide the option of submitting a combination bid on the Bid Form.
    - (1) When there is an option for submitting a combination bid on the Bid Form, a Bidder desiring to submit a combination bid for two or more bid packages shall include both of the following on the Bid Form:
      - (a) the combination bid amount in the space provided, identifying the bid packages included in the combination bid amount; AND
      - (b) separate base bids for each bid package, including alternates, included in the combination bid in the places provided on the Bid Form for the individual bid packages.

NOTE: The individual cost amounts of each base bid need not total the combination bid amount.

7. ***Bonds and Guarantees:*** See Section 6.01 of the Gahanna Standard General Conditions.

## I. METHOD OF AWARD

1. All bids shall remain open for acceptance for sixty (60) calendar days following the day of the bid opening, but the Owner may, in its sole discretion, release any bid and return the Bid Guaranty prior to that date. The Bid Guaranty shall be subject to forfeiture, as provided in the Ohio Revised Code, if a bid is withdrawn during the period when bids are being held.
2. The Owner reserves the right to reject any, part of any, or all bids and to waive any informalities and irregularities. The Bidder expressly acknowledges this right of the Owner to reject any or all bids or to reject any incomplete or irregular bid. The Owner will award a single contract for each of the bid packages listed above or one or more combined contracts for combinations of the Bid Packages, unless it determines to reject one or more bid packages. Bidders must furnish all information requested on or accompanying the Bid Form. Failure to do so may result in disqualification of the bid.
3. Determination of the Bidder Submitting the Lowest and Best Bid. Subject to the right of the Owner to reject any or all bids, the Owner will award the Contract for the Work to the Bidder submitting the lowest and best bid, taking into consideration accepted alternates. In evaluating bids, the Owner may consider the qualifications of the Bidders, whether or not the bids comply with the prescribed requirements, and alternates and unit prices, if requested, on the Bid Form. The Owner may also consider the qualifications and experience of subcontractors and suppliers. The Owner may conduct such



investigations as are deemed necessary to establish the qualifications and financial ability of the Bidder and its subcontractors and suppliers. The factors the Owner may consider in determining which Bidder submitted the lowest and best bid or which Bidders submitted the lowest and best bids include the factors set forth below. The Owner, in its discretion, may consider and give such weight to these criteria as it deems appropriate.

- a. The Bidder's work history. The Bidder should have a record of consistent customer satisfaction and of consistent completion of projects, including projects that are comparable to or larger and more complex than the Owner's Project, on time and in accordance with the applicable Contract Documents, and the Bidder's claims history. If the Bidder's management operates or has operated another construction company, the Owner may consider the work history of that company in determining whether the Bidder submitted the lowest and best bid.

The Owner shall consider the Bidder's prior experience on other projects with the Owner and Design Professional, including the Bidder's demonstrated ability to complete its work on these projects in accordance with the Contract Documents and on time, and will also consider its ability to work with the Owner and Design Professional as a willing, cooperative, and successful team member. Bringing overstated claims, an excessive number of claims, acting uncooperatively, and filing lawsuits against project owners and/or their design professionals on prior projects of similar scope and/or complexity will be deemed evidence of a Bidder's inability to work with the Owner and Design Professional as a willing, cooperative, and successful team member.

The Bidder authorizes the Owner and its representatives to contact the owners and design professionals (and construction managers, if applicable) on projects on which the Bidder has worked and authorizes and requests such owners and design professionals (and construction managers) to provide the Owner with a candid evaluation of the Bidder's performance. By submitting its bid, the Bidder agrees that if it or any person, directly or indirectly, on its behalf or for its benefit brings an action against any of such owners or design professionals (or construction managers) or the employees of any of them as a result of or related to such candid evaluation, the Bidder will indemnify and hold harmless such owners, design professionals (and construction managers) and the employees of any of them from any claims whether or not proven that are part of or are related to such action and from all legal fees and expenses incurred by any of them arising out of or related to such legal action. This obligation is expressly intended for the benefit of such owners, design professionals (and construction managers), and the employees of each of them.

- b. The Bidder's financial ability to complete the Contract successfully and on time without resort to its Surety.
- c. The Bidder's prior experience with similar work on comparable or more complex projects.
- d. The Bidder's prior history for the successful and timely completion of projects, including the Bidder's history of filing and having claims filed against it.
- e. The Bidder's equipment and facilities.
- f. The preliminary or proposed schedule provided with the bid documents.

- g. The adequacy, in numbers and experience, of the Bidder's workforce to complete the Contract successfully and on time.
  - h. The Bidder's compliance with federal, state, and local laws, rules, and regulations, including but not limited to the Occupational Safety and Health Act, the Ohio Prevailing Wage laws, and Ohio ethics laws.
  - i. The foregoing information with respect to each of the Subcontractors and Suppliers that the Bidder intends to use on the Project.
  - j. The Bidder's participation in a drug-free workplace program acceptable to the Owner, and the Bidder's record for both resolved and unresolved findings of the Auditor of State for recovery as defined in Section 9.24 of the Ohio Revised Code.
  - k. The Owner's prior experience with the Bidder's surety.
  - l. The Bidder's interest in the Project as evidenced by its attendance at any pre-bid meetings or conferences for bidders.
  - m. The Bidder's ability to self-perform the work on the Project with the Bidder's own forces.
  - n. Depending upon the type of the work, other essential factors, as the Owner may determine and as are included in the Specifications.
4. Additional Criteria for Determining Lowest and Best Bid. Owner reserves the right to request additional information and documentation, including but not limited to information and documentation relating to the following factors, from Bidders after the bid opening.
- The Owner may consider such information and documentation in determining which bid is lowest and best. The Owner, in its discretion, may consider and give such weight to these criteria as it deems appropriate.
- a. Any and all OSHA citations within the previous three years, together with the Bidder's description and explanation of remediation or other steps taken regarding such citations and notices of citations.
  - b. Any and all violations within the previous five years pertaining to unlawful intimidation or discrimination against any employee by reason of race, creed, color, disability, gender, or national origin and/or violation of any employee's civil or labor rights or equal employment opportunities.
  - c. Any litigation in which the Bidder has been named as a defendant or third-party defendant in an action involving a claim for personal injury or wrongful death arising from performance of work related to any project in which it has been engaged within the previous five years.
  - d. Any violations of the prevailing wage law and any other state or federal labor law, including, but not limited to, child labor violations, failure to pay wages, or unemployment insurance tax delinquencies or unfair labor practices within the past five years.
  - e. Violations of the workers compensation law.
  - f. Any criminal convictions or criminal indictments, involving the Bidder, its officers, directors, owners, and/or managers within the past five years.

- g. Any violation within the past five years or pending charges concerning federal, state, or municipal environmental and/or health laws, codes, rules and/or regulations.
  - h. Documentation that the Bidder provides health insurance and pension benefits to its employees.
  - i. Whether the Bidder has adopted and implemented a comprehensive drug and alcohol testing program for its employees.
  - J. Whether the Bidder's employees are OSHA-10 hour and/or OSHA-30-hour safety certified.
  - k. Submitted estimated timeline showing milestones, start and complete dates
  - l. List of project managers, foreman, safety coordinators and crew members to perform work and assigned to this program to include previous years of experience for each, certifications in asphalt, flatwork, concrete and other related fields.
  - m. Methodology on how to maintain pedestrian and ADA access to residents' homes during construction.
  - n. Submission of EPD's (Environmental Product Declarations) for materials used for project.
  - o. The foregoing information with respect to each of the Subcontractors and Suppliers that the Bidder intends to use on the Project.
5. Within three (3) business days after the Owner's identification of the apparent lowest and best bidder, if requested, the apparent lowest and best bidder will complete and submit to the Design Professional a completed Contractor's Qualification Statement (using the form included in the Project Manual), and thereafter will provide the Design Professional with such additional information as the Design Professional may request regarding the Bidder's qualifications. Additionally, upon request from the Design Professional, any other Bidder will promptly complete and submit to the Design Professional a completed Contractor's Qualification Statement and thereafter will provide the Design Professional with such additional information as the Design Professional may request regarding the Bidder's qualifications. A Bidder will submit any requested information within three (3) business days of the date of the request.
  6. The failure to submit requested information on a timely basis may result in the determination that the Bidder is not the lowest and best bidder.
  7. By submitting its bid, the Bidder agrees that the Owner's determination of which bidder is the lowest and best bidder shall be final and conclusive, and that if the Bidder or any person or association on its behalf challenges such determination in any legal proceeding, the Bidder shall indemnify and hold the Owner and its employees and agents harmless from any claims included in or related to such legal proceeding, whether or not proven, and from legal fees and expenses incurred by the Owner, its employees, or agents that arise out of or are related to such challenge.
  8. Within three (3) business days of receipt of the bids or such longer time as may be permitted in writing by the Design Professional, the apparent low Bidder will submit a list of all proposed



- Subcontractors and Suppliers. After approval by the Owner and Design Professional of the list of proposed Subcontractors, Suppliers, and manufactures submitted by the successful Bidder, the list shall not be changed unless written approval of the change is authorized by the Owner and Design Professional.
9. Affidavit as to Personal Property Taxes. Each successful Bidder shall submit, prior to the time of the entry into the Contract, an affidavit in the form required by Section 5719.042, Ohio Revised Code, regarding the status of the Bidder's personal property taxes. A copy of the affidavit form is included with the Contract Documents.
  10. No Bidder may withdraw its bid within sixty (60) calendar days after the date bids are opened. The Owner reserves the right to waive any formalities or irregularities or to reject any or all bids.
  11. The Owner reserves the right to disqualify bids, before or after opening, upon evidence of collusion with intent to defraud or other illegal practices on the part of the Bidder.
  12. Award of Contract. The award of the Contract, when required, will only be made pursuant to a duly adopted resolution of the Owner.

**J. EXECUTION OF CONTRACT**

1. Within ten (10) business days after award of the Contract, the successful Bidder shall execute and deliver to the Design Professional the required number of copies of the Owner-Contractor Agreement, in the form included in the Contract Documents, and all accompanying documents requested, including, but not limited to, a Contract Bond (if applicable), insurance certificates, and a valid Workers' Compensation Certificate. The award of Contract notwithstanding, the successful Bidder shall have no property interest or rights under the Owner-Contractor Agreement until such time as the Owner-Contractor Agreement is executed by the successful bidder and the Owner.

**K. SUBSTITUTIONS/NON-SPECIFIED PRODUCTS**

1. Certain brands of material or apparatus may be specified. Each bid will be based on these brands, which may be referred to in the Contract Documents as Standards. The use of another brand (referred to as a substitution or proposed equal in the Contract Documents, when a bidder or the contractor seeks to have a different brand of material or apparatus than that specified approved by the Owner for use in the Project) may be requested as provided herein. Substitutions, however, will not be considered in determining the lowest and best bid.
2. The products specified in the Contract Documents establish a standard of required function, dimension, appearance, and quality.
3. Bidders wishing to obtain approval to bid non-specified products shall submit written requests to the Design Professional a minimum of ten (10) business days before the bid date and hour. To facilitate the submission of requests, the Bidder shall submit a form that includes the name of the material or equipment for which it is to be substituted and a complete description of the proposed substitution, including the name of the proposed manufacturer and/or product and a complete description of the proposed product including manufacturer's

name and model number or system proposed, drawings, product literature, performance and test data, color selections or limitations, and any other information necessary for evaluation. Include a statement including any changes in other materials, equipment, or other work that would be required if the proposed product is incorporated in the materials, equipment, or other work that would be required if the proposed product is incorporated in the work. The burden of proof of the merit of the proposed product is on the proposer. The Design Professional's decision on approval of a proposed product will be final.

The following will be cause for rejection of a proposed substitution:

- a. Requests submitted by subcontractors, material suppliers, and individuals other than Bidders;
  - b. Requests submitted without adequate documentation;
  - c. Requests received after the specified cut-off date.
4. When the Design Professional approves a product submission before receipt of bids, the approval will be included in an Addendum, and Bidders may include the pricing of this product in their bid. Bidders shall not rely on approvals made in any other manner.
  5. In proposing a non-specified product or a substitution, the Bidder represents and warrants that each proposed product will not result in any changes to the Project, including changes to the Work of other contractors, or any decrease in the performance of any equipment or systems to be installed in the Project and agrees to pay any additional costs incurred by the Owner and the Owner's consultants as a result of a non-specified or substitute product that is accepted.
  6. Following the award of the Contract, there shall be no substitutions for specified products, except pursuant to a Change Order. The Owner in its sole discretion may decline to consider a substitution for a Change Order.

#### **L. ALTERNATES**

1. The Owner may request bids on alternates. If the Owner requests bids on alternates, the Bidder should include the cost of the alternates requested on its Bid Form.
2. At the time of awarding the contract, the Owner will select or reject alternates as it determines is in its best interest. A Bidder's failure to include on its Bid Form the cost of an alternate selected by the Owner and applicable to the Bidder's work shall render the bid nonresponsive and be grounds for the rejection of the bid. Otherwise, the failure to include the cost of an alternate will not be deemed material.
3. The Bidder acknowledges that although there is an estimate for the cost of the Project, the market conditions may and frequently do result in the estimate being different from the sum of the bids received, either higher or lower. The Bidder understands that the Owner may include alternates, which may include deduct alternates as well as add alternates, to give it flexibility to build the Project with the funds available. The Bidder further understands and acknowledges that use of add and deduct alternates is a long held customary practice in the construction industry in the State of Ohio. The Bidder also acknowledges that the Owner will not make a decision about the alternates on which to base the award of contracts until the bids are received, and the Owner can compare its available funds with the base bids and the cost or savings from selecting different alternates. The Bidder understands that the award to the Bidder submitting the lowest and best bid will be based

on the lowest base bid plus selected alternates and may result in an award to a Bidder other than the Bidder that submitted the lowest base bid.

4. If, during the progress of the Work, the Owner desires to reinstate any alternate not included in the Contract, the Owner reserves the right to reinstate the alternate at the price bid by the Contractor provided that such action is taken in sufficient time so as not to delay the progress of the work or cause the Contractor additional expense.

**M. UNIT PRICES:** See Section 13.03 of the Gahanna Standard General Conditions.

**N. ADDENDA**

1. The Owner reserves the right to issue Addenda changing, altering, or supplementing the Contract Documents prior to the time set for receiving bids. Addenda may be issued to clarify bidders' questions and/or to change, alter, or supplement the Contract Documents.
2. Any explanation, interpretation, correction, or modification of the Contract Documents will be issued in writing in the form of an Addendum, which shall be the only means considered binding; explanations, interpretations, etc., made by any other means shall NOT be legally binding. All Addenda shall become a part of the Contract Documents.
3. Bidders shall submit written questions to the Design Professional in sufficient time in advance of the bid opening to allow sufficient time for the Design Professional to respond. The Owner—after consultation with the Design Professional—shall in its sole discretion determine whether or not an Addendum will be issued. All Addenda will be issued, except as hereafter provided, through the Owner's electronic bidding system to all bidding plan holders, at least seventy-two (72) hours prior to the published time for the opening of bids, excluding Saturdays, Sundays, and legal holidays. If any Addendum is issued within such seventy-two (72) hour period, then the time for opening of bids shall be extended one (1) week with no further advertising of bids required unless otherwise noted in the Addendum.
4. Copies of each Addendum will be sent only to the Bidders to whom Contract Documents have been issued and to Plan Rooms where copies of the Contract Documents are maintained. Receipt of Addenda shall be indicated by Bidders in the space provided on the Bid Form. Bidders are responsible for acquiring issued Addenda in time to incorporate them into their bid. Bidders should contact the Design Professional prior to the bid opening to verify the number of Addenda issued.
5. Each Bidder shall carefully read and review the Contract Documents and immediately bring to the attention of the Design Professional any error, omission, inconsistency, or ambiguity therein.
6. If a Bidder fails to indicate receipt of all Addenda through the last Addendum issued by the Design Professional on its Bid Form, the bid of such Bidder will be deemed to be responsive only if:
  - a. The bid received clearly indicates that the Bidder received the Addendum, such as where the Addendum added another item to be bid upon and the Bidder submitted a bid on that item; or



- b. The Addendum involves only a matter of form or is one which has either no effect or has merely a trivial or negligible effect on price, quantity, quality, or delivery of the item bid upon.

**O. INTERPRETATION**

1. If a Bidder contemplating submitting a bid for the proposed Project is in doubt as to the true meaning of any part of the Contract Documents, it may submit a written request for an interpretation thereof to the Design Professional a minimum of five (5) business days prior to the Bid opening date. Any interpretation of the proposed documents will be made by Addendum only, duly signed by the Design Professional, and a copy of such Addendum will be delivered to each Bidder receiving a set of Contract Documents or that has asked to be added to the plan holders list. Addenda and clarifications will be sent via email, unless a different delivery method is requested. The Owner will not be responsible for any other explanation or interpretation of the proposed documents.
2. In interpreting the Contract Documents, words describing materials that have a well-known technical or trade meaning, unless otherwise specifically defined in the Contract Documents, shall be construed in accordance with the well-known meaning recognized by the trade.
3. Bidders are responsible for notifying the Design Professional in a timely manner of any ambiguities, inconsistencies, errors, or omissions in the Contract Documents. The Bidder shall not, at any time after the execution of the Contract, be compensated for a claim alleging insufficient data, incomplete Contract Documents, or incorrectly assumed conditions regarding the nature or character of the Work, if no request was made by the Bidder prior to the bid opening.

**P. STATE SALES AND USE TAXES**

1. The Owner is a political subdivision of the State of Ohio and is exempt from taxation under the Ohio Sales Tax and Use Tax Laws. Building materials that the successful Bidder purchases for incorporation into the Project will be exempt from state sales and use taxes if the successful Bidder provides a properly completed Ohio Department of Taxation Construction Contract Exemption Certificate to the vendors or suppliers when the materials are acquired. The Owner will execute properly completed certificates on request.

**Q. DATE FOR SUBSTANTIAL COMPLETION/LIQUIDATED DAMAGES**

1. Date for Substantial Completion. Each successful Bidder shall have its Work on the Project Substantially Complete (as Substantial Completion is defined in the Contract Documents) by the Date of Substantial Completion set forth in the Coversheet, or within the Contract Time, as applicable to the Bidder's scope of work. The Contract Time shall run from the date of the Notice to Proceed or if there is no Notice to Proceed from the Effective Date of the Owner- Contractor Agreement. The Date for Substantial Completion Date and the Contract Time may be extended only by Change Order, by other Modification, or by a Claim that is Finally Resolved. By submitting its Bid, each Bidder agrees that the period for performing its Work is reasonable.
2. Liquidated Damages. If the successful Bidder does not have its Work Substantially Complete by its Date for Substantial Completion and/or Finally Complete within forty-five (45)

calendar days of achieving Substantial Completion, whichever may be applicable, the successful Bidder shall pay the Owner and the Owner may set off from amounts otherwise due the successful Bidder Liquidated Damages. The daily amounts of Liquidated Damages are set forth in the tables included in the Owner-Contractor Agreement. The total amounts of Liquidated Damages will be calculated based on the total number of calendar days beyond the Date for Substantial Completion that the Bidder's Work is not Substantially Complete and/or to the extent that its Work is not Finally Complete more than forty-five (45) calendar days after the Substantial Completion of its Work, i.e., number of late days times the per diem rate(s) for Liquidated Damages in the tables. In addition to such Liquidated Damages, the Bidder shall indemnify, defend, and hold the Owner and its employees and agents harmless from any and all claims, whether or not such claims are proven, and from all costs and expenses incurred as a result of such claims, including but not limited to attorneys' and consultants' fees and expenses, that arise out of or are related to the Bidder's failure to Substantially Complete its Work by its Date for Substantial Completion. The Bidder's obligations under this Section are joint and several.

3. The Bidder acknowledges and agrees, by submitting its bid for the Work and entering into a Contract with the Owner, that such amounts of Liquidated Damages represent a reasonable estimate of the actual damages for loss of or interference with the intended use of the Project that the Owner would incur if the Bidder's Work is not Substantially Complete by its Date for Substantial Completion and/or not Finally Complete by forty-five (45) calendar days of the Date of Substantial Completion. The Bidder further acknowledges, agrees and understands that it may seek an extension of the Contract Time (and its Date for Substantial Completion) to avoid or reduce Liquidated Damages by properly following the Claim procedures in the Contract Documents.

#### **R. OWNER'S RIGHT TO WAIVE DEFECTS AND IRREGULARITIES**

1. The Owner reserves the right to waive any and all irregularities provided that the defects and irregularities do not affect the amount of the bid in any material respect or otherwise give the Bidder a competitive advantage.

#### **S. MODIFICATION/WITHDRAWAL OF BIDS**

1. Modification. A Bidder may modify its bid by written communication to the Owner addressed to the Owner's Representative at any time prior to the scheduled closing time for receipt of bids, provided such written communication is received by Owner's Representative prior to the bid deadline. The written communication shall not reveal the bid price but should provide the addition or subtraction or other modification so that the final prices or terms will not be known until the sealed bid is opened. If the Bidder's written instructions with the change in bid reveal the bid amount in any way prior to the bid opening, the bid may be rejected as non-responsive.
2. Withdrawal Prior to Bid Deadline. A Bidder may withdraw its bid at any time for any reason prior to the bid deadline for the opening of bids established in the Legal Notice. The request to withdraw shall be made in writing to and received by the Owner's Representative prior to the time of the bid opening.
3. Withdrawal after Bid Deadline.

- a. All bids shall remain valid and open for acceptance for a period of at least sixty (60) calendar days after the bid opening; provided, however, that a Bidder may withdraw its bid from consideration after the bid deadline when all of the following apply:
  - (1) the price bid was substantially lower than the other bids;
  - (2) the reason for the bid being substantially lower was a clerical mistake, rather than a mistake in judgment, and was due to an unintentional and substantial error in arithmetic or an unintentional omission of a substantial quantity of work, labor, or material;
  - (3) the bid was submitted in good faith; and
  - (4) the Bidder provides written notice to the Owner, to the attention of the Owner's Representative, within two (2) business days after the bid opening for which the right to withdraw is claimed.
- b. No bid may be withdrawn under this provision if the result would be the awarding of the contract on another bid for the bid package from which the Bidder is withdrawing its bid to the same Bidder.
- c. If a bid is withdrawn under this provision, the Owner may award the Contract to another Bidder determined by the Owner to be the lowest and best bidder or the Owner may reject all bids and advertise for other bids. In the event the Owner advertises for other bids, the withdrawing Bidder shall pay the costs incurred in connection with the rebidding by the Owner, including the cost of printing new Contract Documents, required advertising, and printing and mailing notices to prospective bidders, if the Owner finds that such costs would not have been incurred but for such withdrawal.

#### **T. COMPLIANCE WITH APPLICABLE LAWS**

1. By submitting a bid for Work on the Project, the Bidder acknowledges that it is in compliance with applicable federal, state, and local laws and regulations, including, but not limited to, the following:
  - a. Equal Employment Opportunity/Nondiscrimination. The Bidder agrees that if it is awarded a contract that in the hiring of employees for performance of work under the contract or any subcontract, neither it nor any subcontractor, or any person acting on its behalf or its subcontractor's behalf, by reason of race, creed, sex, disability as defined in Section 4112.01 of the Ohio Revised Code, or color, shall discriminate against any citizen of the state in the employment of labor or workers who are qualified and available to perform work to which the employment relates. The Bidder further agrees that neither it nor any subcontractor or any person on its behalf or on behalf of any subcontractor, in any manner, shall discriminate against or intimidate any employees hired for the performance of the work under the contract on account of race, creed, sex, disability as defined in Section 4112.01 of the Ohio Revised Code, or color.
  - b. Ethics Laws. The Bidder represents that it is familiar with all applicable ethics law requirements, including without limitation Sections 102.04 and 3517.13 of the Ohio Revised Code, and certifies that it is in compliance with such requirements.

#### **U. FINDINGS FOR RECOVERY**

1. By submitting its bid, each Bidder certifies for reliance of the Owner that it has no unresolved

finding for recovery against it issued by the Auditor of the State of Ohio on or after January 1, 2001, except as permitted by Section 9.24 (F) of the Ohio Revised Code.

**V. PREVAILING WAGES**

1. For "Construction" projects as defined in Section 4115.03 of the Ohio Revised Code, the successful Bidder and all of its subcontractors, regardless of tier, will strictly comply with its obligation to pay a rate of wages on the Project not less than the rate of wages fixed for this Project under Section 4115.04 of the Ohio Revised Code. Additionally, for such "Construction Projects," the successful Bidder will comply with all other provisions of Chapter 4115 of the Ohio Revised Code. Where Federal prevailing wage rates apply the successful Bidder and all of its subcontractors, regardless of tier, will strictly comply with its obligation to pay a rate of wages on the Project not less than the rate of wages fixed for this Project under the applicable Federal law. See **Appendix B**.

**W. FEDERAL FUNDING**

1. If the Project is subject to terms as a result of federal funding, it will be indicated in the Contract Documents.

**X. OHIO PUBLIC WORKS COMMISSION FUNDING**

1. For projects funded in whole or in part by the Ohio Public Works Commission, the *State of Ohio Equal Employment Opportunity Requirements and Bid Conditions for OPWC-Assisted Construction Projects* shall apply and Bidders must conform to its requirements, including but not limited to furnishing the required certifications with Bidder's bid. These requirements are included in the bid documents.

# APPENDIX A

---

## SUPPLEMENTARY SPECIFICATIONS

**2025 Sidewalk Lookback Program, ST-1115  
SUPPLEMENTAL SPECIFICATIONS**

**PROPOSAL** – No extra compensation will be paid to the contractor by reason of compliance with any of the requirements indicated in the specifications, but payment shall be deemed to be included among the several items, as bid upon, unless otherwise specifically provided.

**COMPLETION DATE** – The work under this contract shall be completed in a manner acceptable to the City on or before the date listed in the Notice to Bidders unless an extension of time is granted in writing by the Director of Engineering.

**REFERENCE SPECIFICATIONS** – The requirements of the City of Gahanna, together with the *Construction and Material Specifications, City of Columbus, Ohio* (CMSC) including all supplements thereto in force on the date of the contract, shall govern all materials and workmanship involved in the improvements, except as such specifications are modified herein.

**CONSTRUCTION LIMITS** – The construction limits may vary depending on item performed. Under no circumstance will the street limits dictate the limits of sidewalk, waterline, or curb work. Contractor is responsible for reviewing maps and marked areas and adhering to the specified limits.

**PRE-CONSTRUCTION MEETING** – A pre-construction meeting will be held prior to the commencement of work for this improvement at the Gahanna City Hall, 200 S Hamilton Rd, Gahanna, OH 43230. Representatives from the City of Gahanna, the Engineer's office, the prime contractor and all available sub-contractors shall be present. The meeting will be scheduled no sooner than one week after the receipt of the Contractor's proposed project schedule. The schedule will not be considered as submitted unless it clearly indicates all work to be completed within the time allowed by the contract.

**ITEM 203\* EXCAVATION OF UNSUITABLE SUBGRADE** – This item includes the additional excavation of the existing sidewalk and curb ramp subgrade in areas where full depth repairs are required. This is a contingency item and shall only be performed as directed by the Engineer. The Engineer will measure this item by the number of cubic yards of material in the original position, acceptably excavated, using the average end area method. Payment for this item shall be made at the contract unit price per cubic yard.

**ITEM 203\* GRANULAR EMBANKMENT** – This item includes the placement and compaction of granular material in accordance with the requirements of CMSC Item 703.16C. This is a contingency item and shall only be performed as directed by the Engineer. The Engineer will measure this item by the number of cubic yards of material in the final position, acceptably placed, using the average end area method. Payment for this item shall be made at the contract unit price per cubic yard.

**ITEM 259 ASPHALT DRIVEWAY REPLACEMENT, TYPE IIIA, PER COC STD DWG 2160** – This item shall be used to create a smooth transition in elevation between the new sidewalk and the existing asphalt driveway in locations where a concrete walk has been constructed across the drive. These areas shall be marked by the Engineer prior to commencing with work and the typical replacement area shall be a maximum of 1-foot x driveway width. The bid price for this item shall include saw cutting, removal and disposal of existing asphalt pavement, re-compaction of existing base material, repaving of asphalt concrete, sealing the butt joint between the new asphalt and existing asphalt, and all restoration of damaged yard areas adjacent to the driveway according to "Item 659 Seeding and Mulching, Class 1". Refer to *City of Columbus Standard*



*Drawing 2160* for additional details. Payment for this item shall be made at the contract unit price per square foot.

**ITEM 259 6-INCH CONCRETE DRIVEWAY REPLACEMENT, TYPE IIIB, PER COC STD DWG 2160** – This item shall be used to create a smooth transition in elevation between the new sidewalk and the existing concrete driveway in locations where a concrete walk has been constructed across the drive. These areas shall be marked by the Engineer prior to commencing with work and the typical replacement area shall be a maximum of 1-foot x driveway width. The bid price for this item shall include saw cutting, removal and disposal of existing concrete pavement, re-compaction of existing base material, forming and placement of concrete, and all restoration of damaged yard areas adjacent to the driveway according to “Item 659 Seeding and Mulching, Class 1”. Refer to *City of Columbus Standard Drawing 2160* for additional details. Payment for this item shall be made at the contract unit price per square foot.

Concrete shall be Columbus Class “MS” concrete with 57 limestone coarse aggregate and no less than 800lbs of cement per cubic yard, no fly ash or GGBFS permitted, a maximum water/cement ratio of 0.43, the air entrainment shall be modified to 6% +/- 2%.

**ITEM 448 ASPHALT CONCRETE** – During the installation of the 448 intermediate and surface asphalt courses, the Contractor must be able to obtain compaction test results that are a minimum of 96% of the Maximum Theoretical Density. Prior to the start of production, the asphalt supplier shall submit the JMF (Job Mix Formula) proposed for each mix, including the Maximum Theoretical Density values.

During construction, the contractor shall utilize nuclear gauges to continually test the density of the asphalt as it is being installed to ensure that the compaction of the asphalt falls within these ranges. The Contractor shall be responsible for ensuring that proper rolling equipment is utilized to produce the densities specified. In the event the equipment is not capable of producing the densities specified, the placed material shall be removed and replaced at the Contractor’s expense. These requirements are in addition to the other requirements contained within the CMSC.

All pavement seams and joints shall be crack sealed.

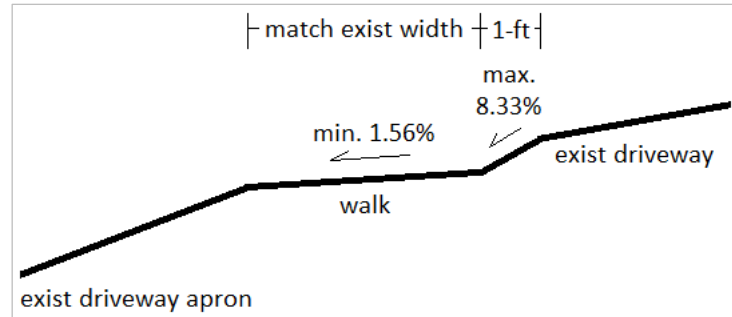
**ITEM 608 CONCRETE WALK, T=\_\_\_-INCH, CLASS \_\_, PER COC STD DWG 2300** – This work shall include the removal and construction of new concrete walks at locations specified in the construction documents or as identified by the Engineer. Any concrete walk damaged by the Contractor during construction operations shall be replaced at no additional cost and will be incidental to other work being performed.

**Construction Materials and Methods.** Removal of existing walks shall be in accordance with CMSC Item 202. All materials for replacement of walks and curb ramps shall be in accordance with CMSC Item 608.

Replacement of concrete walks shall meet the requirements of CMSC Item 608, the Public Right-of-Way Accessibility Guidelines (PROWAG), and specifications identified here within.

Concrete walks shall be constructed in accordance with *City of Columbus Standard Construction Drawings 2300*, except as modified herein or as directed by the Engineer. All concrete walks shall be 4 inches in thickness and constructed with Columbus Class C concrete except as indicated otherwise on the construction documents or in these specifications. Walks shall be 6 inches in thickness within and 5 feet beyond both sides of residential driveway approaches and 8 inches in thickness within and 5 feet beyond both sides of commercial driveway approaches. Concrete within driveway approaches shall be Columbus Class MS concrete with 57 limestone coarse aggregate and no less than 800lbs of cement per cubic yard, no fly ash or GGBFS permitted, a maximum water/cement ratio of 0.43, the air entrainment shall be modified to 6% +/- 2%. Walks shall be constructed with a positive cross slope (towards the street) of 1.56% with

exception to ties to existing walks where the existing cross slope shall be met. Walks within driveway approaches shall be constructed with a positive (towards the street) cross slope of 1.56% minimum such that the front of the walk matches the back of the existing driveway apron and the driveway transition from the back of the sidewalk to 1-foot behind the sidewalk is 8.33% (1:12) or less (see figure below). The width of walks shall match the existing walk or be 4-foot wide, whichever is greater.



All miscellaneous appurtenances encountered during construction of the concrete walk shall be maintained and adjusted as needed in accordance with the Reference Specifications, including but not limited to pipe roof drains. Pipe roof drains within the concrete walk shall be constructed in accordance with *City of Columbus Standard Construction Drawing 2320*.

If the specifications here within are not met, the contractor must repair to specification at no additional charge within 72 hours of discovery.

**Basis of Payment.** This item shall include adjustment to grade of any valve boxes, manholes, or miscellaneous appurtenances encountered during sidewalk construction, and all excavation, concrete cutting/sawing, base course material, expansion joint materials, detectable warnings, backfill, topsoil, seeding, disposal of surplus excavation, and any incidentals required to complete the removal and replacement as specified.

**ITEM 608 FULL CONCRETE CURB RAMP REPLACEMENT** – This work shall include the removal and construction of new concrete curb ramps, including the landing pad, transition panels, and truncated dome, at locations specified in the construction documents or as identified by the Engineer. Any concrete curb ramp damaged by the Contractor during construction operations shall be replaced at no additional cost and will be incidental to other work being performed.

Also included under this item shall be the removal and replacement of any stop signs, street name signs, 125 square feet of sidewalk (exclusive of the ramp itself), and 12 linear feet of curb and gutter necessary due to the reconfiguration of the curb ramps for ADA compliance.

**GRIND GUTTER LIP AT ADA RAMP**-Grind down up to 12 linear feet of any raised area above ¼" along lip area of concrete ramp to gutter and/or gutter to street. This item will be paid an EACH quantity.

**REMOVE & REPLACE GUTTER AT ADA RAMP**-Remove and replace non-compliant gutter section between ADA ramp and street and level asphalt finish patching in street. This item will be paid per linear foot replaced.

**REMOVE & REPLACE LANDING AT ADA RAMP**-Remove and replace up to 25 square feet of non-compliant ADA ramp landing only to make compliant. This item will be paid an EACH quantity.

**REMOVE & REPLACE CURB SLOPE AT ADA RAMP**- Remove and replace up to 35 square feet of the ramp section from the curb to the landing only to make compliant. This item will be paid an EACH quantity.

REMOVE & RESTORE RAMP AREA- Remove existing ramp slope and restore area back to adjacent ground conditions, including all soil, grading, and hydro seeding. This item will be paid an EACH quantity.

**Construction Materials and Methods.** Removal of existing curb ramps shall be in accordance with CMSC Item 202. All materials for replacement of curb ramps shall be in accordance with CMSC Item 608.

Replacement of concrete curb ramps shall meet the requirements of CMSC Item 608, the Public Right-of-Way Accessibility Guidelines (PROWAG), and specifications identified here within.

Concrete curb ramps shall be constructed in accordance with *City of Columbus Standard Construction Drawings 2319*, except as modified herein or as directed by the Engineer. All ramps shall have Type E detectable warnings (Armor Tile panels or approved equal) in accordance with City of Columbus Specification 712.14. The cost of the detectable warnings shall be included in the bid price of the ramp.

In some cases, the curb and gutter adjacent to the ramp may need to be replaced due to existing damage or to maintain the required transition. When approved by the Engineer (prior to removal of the ramp) the curb replacement will be paid under Item 609\*.

Care shall be taken to prevent disturbing the existing pavement. All disturbed pavement shall be repaired with no less than 6" of Columbus Item 448 Type II PG 64-22 asphalt within 10 working days of curb placement at the Contractor's expense.

If the specifications here within are not met, the contractor must repair to specification at no additional charge within 72 hours of discovery.

**Basis of Payment.** This item shall include adjustment to grade of any valve boxes, manholes, or miscellaneous appurtenances encountered during sidewalk construction, and all excavation, concrete cutting/sawing, base course material, expansion joint materials, detectable warnings, flares, backfill, topsoil, seeding, disposal of surplus excavation, and any incidentals required to complete the removal and replacement as specified.

**ITEM 609\* CAST-IN-PLACE CONCRETE CURB AND COMBINATION CURB AND GUTTER REPLACEMENT –**

This work shall include the removal and the replacement of cast-in-place concrete curb and combination curb and gutter necessary for the construction of compliant curb, as identified and marked by the Engineer. This is a contingency item and shall only be performed as directed by the Engineer. Any curb or combination curb and gutter damaged by the Contractor during construction operations shall be replaced at no additional cost and will be incidental to other work being performed. Sections of curb or combination curb and gutter to be replaced are to be a minimum length of 5 feet.

**Construction Materials and Methods.** Removal of existing combination curb and gutter shall be in accordance with ODOT C&MS 202.05. All materials for replacement of cast-in-place concrete combination curb and gutter shall be in accordance with ODOT C&MS 609.04.

In addition, combination curb and gutter shall be installed to the original lines, grades, and cross sections, or when near curb ramps, to the lines, grades, and cross sections required to meet ADA requirements for compliant curb ramps or as directed by the Engineer. All existing curb stamps shall be reinstalled in replacement curb sections.

The joint separating the gutter from the street is required to be saw cut in areas where the concrete extends into the area to be paved. Also included in this item are any saw cuts necessary to provide a neat joint at the removal limits. Roof drain openings shall be provided through the curbs for all existing drain lines. The cost

for providing these openings, and extending all existing drain lines through these openings, shall be included in this item.

**Basis of Payment.** This item shall include all excavation, backfill, seeding and mulching, disposal of surplus excavation and removed structures, furnishing and installing joint materials, restoration of any damaged private utilities including but not limited to irrigation and invisible dog fences, any asphalt patching, and any incidentals required to complete the replacement as specified. Replacement of concrete curb and combination curb and gutter will be paid at the contract unit price per linear foot.

**ITEM 614 MAINTAINING TRAFFIC** – In addition to requirements set forth in 2019 ODOT C&MS Section 614, the conditions defined here within shall also apply. All “Ohio Manual of Uniform Traffic Control Devices” (OMUTCD) standards shall also be followed, including use of law enforcement officer to direct traffic when applicable. A work zone maintenance of traffic plan shall be submitted to the City Engineer at the preconstruction conference. All traffic control devices, including lights, signs, and barricades shall be constructed, erected, and maintained in accordance with the OMUTCD.

**Contractor to give Residents notification 7 business days prior to start as directed by the City.** “No Parking” signs, when needed, shall be placed a minimum of 3 business days prior to restriction and shall list restricted times and dates.

Pedestrian traffic must be maintained at all times with temporary signage, crosswalks, and markings to clearly route pedestrians around work zones. Contractor to provide continuous and safe pedestrian traffic routes, signage, and notifications to residents. Pedestrian access will need to be maintained on one side of the street at all times with proper signage and pedestrian traffic controls measures put in place during sidewalk replacements and repairs. Contractor must provide proper ADA access to residences while sidewalk is being repaired/replaced.

Streets near schools should be scheduled during the summer break times to reduce any pedestrian conflicts. Work cannot be performed during City Events, Holidays and Holiday weekends. A list of events is available as part of the Supplemental Specifications. Flint Ridge Drive and Olde Ridenour Road shall be open to traffic during the Creekside Blues and Jazz Festival and Independence Day celebration. Weekend work will not be permitted unless approved by the Engineer 3 business days in advance. Noise and hours of work may be restricted if approved.

Construction Restrictions:

Helmbright Drive – is in close proximity to Gahanna Lincoln Elementary School. Construction must be completed by August 11.

The cost of all lights, signs, barricades, police patrolmen, watchmen, and all other items and labor necessary to maintain traffic as set forth in the approved maintenance of traffic plan and all other aforementioned conditions shall be included in the lump sum cost for Maintaining Traffic.

**ITEM 659 SEEDING AND MULCHING, CLASS 1** – Seeding and mulching, Class 1 shall be in accordance with the CMSC. All aspects of the referenced specification are incidental to this item. These include but are not limited to, placing of 4” of topsoil, preparation of the seed bed, placement and incorporation of seed, fertilizer, water and mulch using hydraulic equipment, weeding, and watering.

The placement of topsoil shall be at a nominal depth of 4” to properly fill all voids and level uneven ground left by construction activities. Repair seeding and mulching is included under this item and shall take place in the fall following the completion of construction and in the spring of the following year.

It is imperative the Contractor complete restoration in a timely manner. At a minimum, at the end of every two weeks, all work completed in that two-week period shall be restored in accordance with the contract documents. Payment for concrete work will not be made until the restoration is complete in accordance with the contract documents. No separate payment shall be made for temporary seeding.

Weeds that germinate and grow during the growing process of the sown seed shall be completely removed before final acceptance of the item. Any weed prevention spray applications will be included in the lump sum price.

Unless otherwise directed by the Engineer, the Contractor shall water the seedbed daily to maintain adequate soil moisture for proper seed germination. Thereafter, apply watering as required by CMSC 659.17.

Any overspray of hydraulic seeding and mulching operations onto adjacent surfaces shall be cleaned and removed before the end of the workday.

No separate payment shall be made for the performance of work under this item. The cost for this item shall be included in the price bid for various other items.

**ITEM 661 PLANTING/PRUNING TREES** – Contractor will have a certified arborist perform any tree removals, limb pruning, root pruning, or stump grinding required. Contractor will submit with their bid package the certified arborist name, certification number and company employed by for City to review. Contractor will coordinate with City Forester on matters regarding tree removal and maintenance items. All pruning shall follow ANSI 300 & ANSI Z133 standards.

**SPEC SIDEWALK PANEL CHAMFER SAWCUT** – This work shall repair concrete walks at locations specified in the construction documents or as identified by the Engineer as having vertical offsets 1/4" to 3/4". The Contractor must not cause any damage to landscaping, opposing panels, retaining walls, curbs, sprinkler heads, utility covers, or other objects adjacent to sidewalks. If the Contractor and/or Contractor's equipment does cause damage to above, the contractor must repair the damages at the contractor's expense within 72 hours of the time the damage occurred and in accordance with the specifications herein.

**Construction Materials and Methods.** Vertical offsets must be removed completely, from one end of the raised sidewalk joint to the other if applicable, leaving an absolute zero point of differential between sidewalk panels. The maximum repair running slope shall be 1:12 (8.33%). If the defined slope is not achieved, the Contractor must repair to specification at no additional charge within 72 hours of discovery. The Contractor may not use any type of "fill" material that deteriorates or breaks apart over time. All repairs shall have a uniform appearance and texture. The finished surface shall have a coefficient of friction of at least 0.6 and show via previous testing that the technique used yields the specified coefficient of friction. The Contractor must repair each concrete walk panel without damage to or visible markings on adjacent panel(s), driveway, driveway apron, or curb(s).

Removal of vertical offsets to the specifications of this contract must use horizontal saw cutting to repair the sidewalk. Grinding or pulverization of the concrete is NOT acceptable or allowed. Contractor's trip hazard repairs may not leave ridges or grooves that could hold water and prevent drainage of rainwater or irrigation.

The footprint of the equipment must fit a 3- to 5-foot wide sidewalk panel. The hardware must be flush to the ground and capable of working at any angle and perform trip hazard removal in hard-to-reach areas, around obstacles, on narrow walkways, next to fences and retaining walls or buildings.

Sidewalk repair equipment and all other items incidental to the work shall not be left or stored on the sidewalk or on private property while not in use. The Contractor must completely and immediately clean up all debris after each hazard is repaired. All costs incurred for disposal of waste material shall be included in unit cost and not paid for separately. No water-cooling is allowed which creates slurry and contaminates storm drains or causes excessive environmental impact. Contractor must use a dust abatement system, which limits the dust emitted from the equipment.

**Basis of Payment.** This item shall include all equipment, disposal of debris, and any incidentals required to complete the repair of concrete walk vertical offsets with horizontal sawcutting as specified herein.

**SPEC JOINT VEGETATION REMOVAL** – This work shall include the removal of vegetation and any other debris from the specified joints and the sealing of each joint that is ½ inch or less in width. For joints greater than ½ inch, the panel shall be replaced under the concrete sidewalk replacement pay item.

Sealant must conform to the City of Columbus 705.26 specification for Epoxy Injection Resin and be placed in accordance with the manufacturer's recommendations.

Payment for this work shall be made at the unit bid price per linear foot of joint vegetation removal.

**SPEC COORIDOR CLEARANCE PRUNING** – For all sidewalks evaluated under the Sidewalk Program, limbs or branches overhanging sidewalk which do not allow for 8-feet of vertical clearance shall be pruned. Pruning shall be directed by a certified arborist at Contractor's expense. The Contractor shall perform pruning as specified by the arborist to the arborist's satisfaction.

Payment for this work shall be made at the unit bid price per linear foot. Payment shall include all incidentals required to complete this work, including but not limited to properly disposing of tree limbs and all other debris to an appropriate location offsite.

**SPEC ROOT PRUNING** – Sidewalk panels which are identified by the Engineer to require replacement because of a street tree within the public right-of-way shall be evaluated by a certified arborist at the Contractor's expense. This evaluation shall take place after the removal of the affected panel or panels and prior to replacement. The Contractor shall perform root pruning as specified by the arborist to the arborist's satisfaction.

Payment for this work shall be made at the unit bid price per each existing sidewalk panel to be replaced. Payment shall include all incidentals required to complete this work, including but not limited to properly disposing of loose vegetative material and other debris to an appropriate location offsite.

**PROFESSIONAL FIELD SURVEYING AND DESIGN** – This item applies to (63) curb ramps to be replaced under this improvement. The contractor shall employ a registered professional engineer within the State of Ohio to develop drawings that show ramp construction that will comply with all criteria listed under Item 608. Contractor will submit with their bid package the Registered Professional Engineer name, State of Ohio professional registration number and company employed by for the City to review. A resume, 2 to 3 example projects of similar scope, and example deliverables are to be provided for each professional as listed on the Professional Services Form. ADA ramp designs shall be submitted at a minimum of 15 business days prior to anticipated construction for City review and shall not impact sequencing of milestones and timelines to perform work. The design professional shall also account for Item 623.02 whereby the Contractor's field forces, under the direction of a Registered Professional Engineer or a Registered Professional Surveyor shall verify plan elevations for proper fit to existing conditions and plan elevations for intended drainage where proposed

items meet existing items. Plan formatting shall comply with ODOT's L&D Volume 3 or the City of Columbus' General Design Requirements (2023), Section 8. Each submittal shall carry the stamp and seal of the licensed design professional performing this scope of work. Deliverables are also to include AutoCADD or ArcGIS files and pdfs reproducible to half size 11x17s or full size 22x34 and as-builts. Deliverables are to be submitted to the City for review a minimum of 3 weeks prior to the scheduled start of construction on the subject street. Deliverable submittal dates and backcheck submittal dates are to be included in the schedule with appropriate review time included.

**RESTORATION AND CLEANUP** – It is the intent of the City to keep inconvenience to the property owners to an absolute minimum. All work prescribed and described in these specifications is situated in improved areas. Any street signs or landscaping features removed during construction by the Contractor must be restored by the Contractor in a timely manner. The cost for removing and replacing signs, mailboxes, and landscaping features shall be included in the price bid for the various items as set forth in the proposal. All work is to continue on a uniform basis and on schedule, particularly the restoration and cleanup of disturbed areas after construction. Disturbed areas, such as sidewalks and curb ramps, must be clearly marked by the contractor until the work can be completed. Restoration of disturbed areas shall include the entire tree lawn. **All disturbed areas shall be restored within 2 weeks after completion of construction.** The City will pay only for those items that are completed in their entirety as described in the specifications.

Failure to perform the items of Work under this section may result in the City's performing the restoration and clean-up work and an assessment of liquidated damages not to exceed \$200 per working day.



# Root Cutting Guidelines for Sidewalk Program

Edited 04/10/2025

1. Is the tree causing damage to the sidewalk (vertical offset)?
  - a. Yes – move to Question 2
  - b. No – no action needed
2. Is the tree species listed as prohibited in the updated Comprehensive Landscape Plan?
  - a. Yes – remove the tree and grind the stump
  - b. No – move to Question 3
3. Is the tree causing the sidewalk to lift more than 3/4 inch?
  - a. Yes – move to Question 4
  - b. No – remedy sidewalk without any impact to tree (panel will not be removed)
4. Is the tree in good health (at least 2/3 full canopy and no severe wounds or rot)
  - a. Yes – move to Question 5
  - b. No – remove the tree and grind the stump
5. Does the tree have a significant lean?
  - a. Yes – consult the City Forester or designee
  - b. No – move to Question 6
6. Once the panel is lifted, are roots in conflict under 2" diameter?
  - a. Yes – cut the roots with a saw to create a clean edge perpendicular to the natural growth direction. Cover exposed roots with soil within 24 hours
  - b. No – move to Question 7
7. If the roots in conflict are larger than 2" diameter, are they at least 3x the DBH (diameter at breast height) away from the trunk? Example: roots at least 30 inches from the trunk may be cut on a tree with a 10" DBH.
  - a. Yes – cut the roots with a saw to create a clean edge perpendicular to the natural growth direction. Cover exposed roots with soil within 24 hours
  - b. No – move to Question 8
8. Are the roots in conflict at least 1.5x the DBH (diameter at breast height) away from the trunk? Example: roots at least 15 inches from the trunk may be cut on a tree with a 10" DBH.
  - a. Yes – consult the City Forester or designee if roots are between 1.5-3x the DBH away from the trunk
  - b. No – remove the tree and grind the stump

Date	Event	Time	Location	Organization	Description	Est. Att.	City Resources	App.	Status
4/12/2025	Egg Hunt		Hannah	GPR	Egg Hunt	600	Yes	N/A	
5/3/2025	Herb Day		Creekside	CVB	Annual CVB Event	1000	Yes	Not Sumbitted	
5/16/2025	Kayak 101		Hannah	GPR	Kayak 101	10	Yes	N/A	
5/21/2025	Farmers Market		TBD	GPR	Farmers Market	TBD	Yes	N/A	
5/26/2025	Memorial Day Ceremony		Veteran's Park	VFW	Memorial Service	100	Yes	N/A	
6/4/2025	Farmers Market		TBD	GPR	Farmers Market	TBD		N/A	
6/6/2025	Creekside Live		Creekside	CVB	Summer Concert Series	1-2k	Yes	N/A	
6/13-6/15	Blues and Jazz		Creekside	GPR	Annual CVB Event	20k	Yes	Not Sumbitted	
6/20/2025	Cinema Under the Stars		Friendship	GPR	Summer Movie Nights	200	Yes	N/A	
6/18/2025	Farmers Market		TBD	GPR	Farmers Market	TBD	Yes	N/A	
6/18/2025	Short Float		Friendship - Pizzurro	GPR	Short Float	10	Yes	N/A	
6/27/2025	Creekside Live		Creekside	GPR	Summer Concert Series	1-2k	Yes	N/A	
7/3/2025	Fireworks		Golf Course	GPR	Fireworks	8k	Yes	N/A	
7/4/2025	Parade		City	Lions	Parade hosted by Lions	5k	Yes	N/A	
7/8/2025	Kayak 101		Hannah	GPR	Kayak 101	10	Yes	N/A	
7/10/2025	Celestial Paddle		Hoover	GPR	Celestial Paddle	10	Yes	N/A	
7/11/2025	Creekside Live		Creekside	GPR	Summer Concert Series	1-2k	Yes	N/A	
7/16/2025	Farmers Market		TBD	GPR	Farmers Market	TBD	Yes	N/A	
7/18/2025	Cinema Under the Stars		Friendship	GPR	Summer Movie Nights	200	Yes	N/A	
7/25/2025	Creekside Live		Creekside	GPR	Summer Concert Series	1-2k	Yes	N/A	
7/26/2025	Scioto Float		Scioto	GPR	Float	10	Yes	N/A	
7/30/2025	Farmers Market		TBD	GPR	Farmers Market	TBD	Yes	N/A	
8/9/2025	Celestial Paddle		Hoover	GPR	Celestial Paddle	10	Yes	N/A	
8/8/2025	Creekside Live		Creekside	GPR	Summer Concert Series	1-2k	Yes	N/A	
8/13/2025	Farmers Market		TBD	GPR	Farmers Market	TBD	Yes	N/A	
8/15/2025	Cinema Under the Stars		Friendship	GPR	Summer Movie Nights	200	Yes	N/A	
8/17/2025	Muddy Miller		Flood Plains	GPR	Mud Run	500	Yes	N/A	
8/22/2025	Creekside Live		Creekside	GPR	Summer Concert Series	1-2k	Yes	N/A	
8/23/2025	All Day Float		Big Walnut	GPR	All Day Float	10	Yes	N/A	
8/27/2025	Farmers Market		TBD	GPR	Farmers Market	TBD	Yes	N/A	
9/7/2025	Celestial Paddle		Hoover	GPR	Celestial Paddle	10	Yes	N/A	
9/10/2025	Farmers Market		TBD	GPR	Farmers Market	TBD	Yes	N/A	
9/20/2025	Touch a Truck		Hannah	GPR	Summer Movie Nights	1000	Yes	N/A	
9/25/2025	Paint and Float		Woodside?	GPR	Paint and Float	10	Yes	N/A	
10/1/2025	Campfire in the Park		TBD	GPR	Neighborhood pop-up	50	Yes	N/A	
10/8/2025	Campfire in the Park		TBD	GPR	Neighborhood pop-up	50	Yes	N/A	
10/15/2025	Campfire in the Park		TBD	GPR	Neighborhood pop-up	50	Yes	N/A	
10/24/2025	Goblin Fest		TBD	GPR	Halloween Event	5k	Yes	N/A	
11/8/2025	Tea for You and Me		Price Road	GPR	NEW Family Event	TBD	Yes	N/A	
11/11/2025	Veteran's Day Ceremony		Veteran's Park	VFW	Memorial Service		Yes	N/A	
11/14/2025	Murder Mystery		Price Road	GPR	NEW Adult Event	TBD	Yes	N/A	
11/23/2025	Holiday Lights		Creekside	CVB	Annual CVB Event	3k	Yes	Not Sumbitted	
12/4-12/6	Winter Wonderland Experience		Price Road	GPR	NEW holiday Event	TBD	Yes	N/A	

Waiting on Dates/Applications	
Arty Party, GLHS Possibly May	Hops and Vines
Walk in Our boots 5k, Typically April	Misc. 5ks, typically 3-5
Juneteenth Event- waiting on involvement	Volunteer Day w/ senior Center
Pride Event, June TBD	National Night Out, August?
Car Show, August TBD	Midweek at the Creek, Dates
Symphony in the Park, TBD	
Brass Arts, June typically after Blues and Jazz	
Flea Market, Last weekend in Sept.	
Celebrating One 5k, June?	
Rear in Gear 5k, Sept/Oct	
Fighting Blindness, Setp/Oct	
Eric Miller 5k, after hops and vines	

# **APPENDIX B**

---

**PREVAILING WAGE**

**AND**

**FEDERAL FUNDING**

# Prevailing Wage Contract

Yes\* (X)

No ( )

If yes:

State (X)

Federal\*\* ( )

\*If yes, current applicable Prevailing Wage Rates can be found on an enclosed CD-ROM disk. Please request a hard copy from the City if needed.

\*\*If Federal, Contract Documents with contract terms relating to the federal funding are attached. (Please request documents from the City if none are attached.)

# STATE OF OHIO

## REQUEST FOR PREVAILING WAGE RATES

**Important:** If you wish to retain a copy of this form for your records, please print it prior to clicking on the "Submit" button. When you click the "Submit" button, a prompt should appear which will allow you to obtain the necessary wage rates by clicking on the "view wage rates" button. Submitting this form notifies the Bureau of Labor and Worker Safety of your project. Wage rates will not be sent to you by mail as a result of the submission, rather you should obtain them by clicking on the "view wage rates" button.

### Public Authority Information

<b>Owner/Public Authority Name:</b>	City of Gahanna	<b>Date: 03/31/2025</b> This form must be filled out completely & correctly for us to process your request. Forms not completed correctly will be returned to the sender.
<b>Department Division or Agency:</b>	Engineering	
<b>Street Address:</b>	200 South Hamilton Road	ODOC Date Stamp
<b>Address 2:</b>		
<b>City, OH</b>	Gahanna	
<b>ZIP:</b>	43230	
<b>Email:</b>	Angela.Roth@gahanna.gov It is required that you list your e-mail address here.	
<b>County of Public Authority:</b>	FRANKLIN ▼	
<b>P.A. Phone:</b>	614-342-4050	

### Project Information

<b>Project Name:</b>	2025 Sidewalk Lookback Maintenance Program Rebid, ST-1115	ODOC Date Stamp (Bld Tab)
<b>Site Address:</b>	various locations throughout the City of Gahanna	
<b>City, OH</b>	Gahanna	
<b>ZIP:</b>	43230	
<b>County of Project:</b>	FRANKLIN ▼	
<b>Prevailing Wage Coordinator Name</b>	Angela Roth	
<b>Address:</b>	200 South Hamilton Road	
<b>City,</b>	Gahanna	
<b>ZIP:</b>	43230	
<b>Phone:</b>	614-342-4050	
<b>Issuing Authority of Bonds:</b>		
<b>Estimated Total Overall Project Cost:</b>	650,213.99	
<b>Type of Financing:</b>	General Fund	
<b>Type of Construction:</b>	<input type="radio"/> New Construction <input type="radio"/> Old Construction	
<b>This Project is</b>	<input checked="" type="radio"/> Residential <input type="radio"/> Commercial	

<b>Expected Date of Contract Award:</b>	<input type="text" value="06/03/25"/> <b>example 05/31/98</b>
<b>Projected Completion Date:</b>	<input type="text" value="10/31/25"/> <b>example 05/31/98</b>
<b>Project Comments:</b>	<input type="text"/> <input type="text"/>

**Important:** If you wish to retain a copy of this form for your records, please print it prior to clicking on the "Submit" button. When you click the "Submit" button, a prompt should appear which will allow you to obtain the necessary wage rates by clicking on the "view wage rates" button. Submitting this form notifies the Bureau of Labor and Worker Safety of your project. Wage rates will not be sent to you by mail as a result of the submission, rather you should obtain them by clicking on the "view wage rates" button.

Submit

Please contact our [Webmaster](#) with questions or comments.



- ▶ [forms](#)
- ▶ [contacts](#)
- ▶ [about LAWS](#)
- ▶ [search](#)

## Ohio Department of Commerce

### Bureau of Wage & Hour Administration

[Consumers](#)

[Business](#)

[License/Permit Holders & Applicants](#)

[Other Government Agencies](#)


[Back to wage rate search](#) [Back to Home](#)

**Classification = All, County = FRANKLIN, Union = All**

County	Classification	Effective	Posted	Union
<a href="#">FRANKLIN</a>	<a href="#">Asbestos Worker</a>	<a href="#">7/24/2024</a>	<a href="#">7/24/2024</a>	<a href="#">Asbestos Local 207</a>
<a href="#">FRANKLIN</a>	<a href="#">Asbestos Worker</a>	<a href="#">10/30/2024</a>	<a href="#">10/30/2024</a>	<a href="#">Asbestos Local 50 Heat &amp; Frost Insulators</a>
<a href="#">FRANKLIN</a>	<a href="#">Boilermaker</a>	<a href="#">10/1/2013</a>	<a href="#">9/25/2013</a>	<a href="#">Boilermaker Local 105</a>
<a href="#">FRANKLIN</a>	<a href="#">Bricklayer</a>	<a href="#">6/5/2024</a>	<a href="#">6/5/2024</a>	<a href="#">Bricklayer Local 23 Heavy Hwy (A)</a>
<a href="#">FRANKLIN</a>	<a href="#">Bricklayer</a>	<a href="#">6/5/2024</a>	<a href="#">6/5/2024</a>	<a href="#">Bricklayer Local 23 Heavy Hwy (B)</a>
<a href="#">FRANKLIN</a>	<a href="#">Bricklayer</a>	<a href="#">6/5/2024</a>	<a href="#">6/5/2024</a>	<a href="#">Bricklayer Local 23 (Columbus Tile Finisher)</a>
<a href="#">FRANKLIN</a>	<a href="#">Bricklayer</a>	<a href="#">6/5/2024</a>	<a href="#">6/5/2024</a>	<a href="#">Bricklayer Local 23 (Columbus Tile Setter)</a>
<a href="#">FRANKLIN</a>	<a href="#">Bricklayer</a>	<a href="#">6/5/2024</a>	<a href="#">6/5/2024</a>	<a href="#">Bricklayer Local 23 (Columbus)</a>
<a href="#">FRANKLIN</a>	<a href="#">Carpenter</a>	<a href="#">5/8/2024</a>	<a href="#">5/8/2024</a>	<a href="#">Carpenter Millwright Local 1090 Columbus</a>
<a href="#">FRANKLIN</a>	<a href="#">Carpenter</a>	<a href="#">11/1/2024</a>	<a href="#">10/30/2024</a>	<a href="#">Carpenter &amp; Pile Driver Local 200</a>
<a href="#">FRANKLIN</a>	<a href="#">Carpenter</a>	<a href="#">5/8/2024</a>	<a href="#">5/8/2024</a>	<a href="#">Carpenter &amp; Piledriver SC District HevHwy</a>
<a href="#">FRANKLIN</a>	<a href="#">Cement</a>	<a href="#">6/12/2024</a>	<a href="#">6/12/2024</a>	<a href="#">Cement Mason Local 132 (Columbus)</a>
<a href="#">FRANKLIN</a>	<a href="#">Cement Mason</a>	<a href="#">5/1/2024</a>	<a href="#">5/1/2024</a>	<a href="#">Cement Mason Statewide HevHwy</a>
<a href="#">FRANKLIN</a>	<a href="#">Electrical</a>	<a href="#">2/12/2025</a>	<a href="#">2/12/2025</a>	<a href="#">Electrical Local 683 Inside</a>
<a href="#">FRANKLIN</a>	<a href="#">Electrical</a>	<a href="#">2/12/2025</a>	<a href="#">2/12/2025</a>	<a href="#">Electrical Local 683 Inside Lt Commercial South West</a>
<a href="#">FRANKLIN</a>	<a href="#">Voice Data Video</a>	<a href="#">6/26/2024</a>	<a href="#">6/26/2024</a>	<a href="#">Electrical Local 683 Voice Data Video</a>
<a href="#">FRANKLIN</a>	<a href="#">Lineman</a>	<a href="#">1/6/2025</a>	<a href="#">12/31/2024</a>	<a href="#">Electrical Local 71 High Tension Pipe Type Cable</a>
<a href="#">FRANKLIN</a>	<a href="#">Lineman</a>	<a href="#">1/6/2025</a>	<a href="#">12/31/2024</a>	<a href="#">Electrical Local 71 Outside Utility Power</a>
<a href="#">FRANKLIN</a>	<a href="#">Lineman</a>	<a href="#">2/9/2024</a>	<a href="#">2/9/2024</a>	<a href="#">Electrical Local 71 Outside (Central OH Chapter)</a>
<a href="#">FRANKLIN</a>	<a href="#">Lineman</a>	<a href="#">1/6/2025</a>	<a href="#">12/31/2024</a>	<a href="#">Electrical Local 71 Underground Residential Distribution</a>
<a href="#">FRANKLIN</a>	<a href="#">Voice Data Video</a>	<a href="#">3/6/2024</a>	<a href="#">3/6/2024</a>	<a href="#">Electrical Local 71 Voice Data Video Outside</a>
<a href="#">FRANKLIN</a>	<a href="#">Elevator</a>	<a href="#">1/1/2024</a>	<a href="#">12/27/2023</a>	<a href="#">Elevator Local 37</a>
<a href="#">FRANKLIN</a>	<a href="#">Glazier</a>	<a href="#">11/1/2024</a>	<a href="#">10/30/2024</a>	<a href="#">Glazier Local 372</a>
<a href="#">FRANKLIN</a>	<a href="#">Ironworker</a>	<a href="#">8/28/2024</a>	<a href="#">8/28/2024</a>	<a href="#">Ironworker Local 172</a>
<a href="#">FRANKLIN</a>	<a href="#">Laborer Group 1</a>	<a href="#">5/1/2024</a>	<a href="#">5/1/2024</a>	<a href="#">Labor HevHwy 3</a>
<a href="#">FRANKLIN</a>	<a href="#">Laborer</a>	<a href="#">6/12/2024</a>	<a href="#">6/12/2024</a>	<a href="#">Labor Local 423</a>
<a href="#">FRANKLIN</a>	<a href="#">Operating Engineer</a>	<a href="#">6/5/2024</a>	<a href="#">6/5/2024</a>	<a href="#">Operating Engineers - Building Local 18 - Zone III</a>
<a href="#">FRANKLIN</a>	<a href="#">Operating Engineer</a>	<a href="#">6/5/2024</a>	<a href="#">6/5/2024</a>	<a href="#">Operating Engineers - HevHwy Zone II</a>
<a href="#">FRANKLIN</a>	<a href="#">Drywall Finisher</a>	<a href="#">5/8/2024</a>	<a href="#">5/8/2024</a>	<a href="#">Painter Local 1275</a>
<a href="#">FRANKLIN</a>	<a href="#">Painter</a>	<a href="#">5/8/2024</a>	<a href="#">5/8/2024</a>	<a href="#">Painter Local 1275</a>
<a href="#">FRANKLIN</a>	<a href="#">Painter</a>	<a href="#">5/8/2024</a>	<a href="#">5/8/2024</a>	<a href="#">Painter Local 1275 HevHwy</a>
<a href="#">FRANKLIN</a>	<a href="#">Painter</a>	<a href="#">5/8/2024</a>	<a href="#">5/8/2024</a>	<a href="#">Painter Local 1275 Industrial</a>
<a href="#">FRANKLIN</a>	<a href="#">Painter</a>	<a href="#">6/10/2015</a>	<a href="#">6/10/2015</a>	<a href="#">Painter Local 639</a>
<a href="#">FRANKLIN</a>	<a href="#">Painter</a>	<a href="#">3/22/2023</a>	<a href="#">3/22/2023</a>	<a href="#">Painter Local 639 Zone 2 Sign</a>
<a href="#">FRANKLIN</a>	<a href="#">Plasterer</a>	<a href="#">6/1/2024</a>	<a href="#">5/29/2024</a>	<a href="#">Plasterer Local 132 (Columbus)</a>
<a href="#">FRANKLIN</a>	<a href="#">Plumber Pipefitter</a>	<a href="#">8/21/2024</a>	<a href="#">8/21/2024</a>	<a href="#">Plumber Pipefitter Local 189</a>
<a href="#">FRANKLIN</a>	<a href="#">Roofers</a>	<a href="#">9/13/2023</a>	<a href="#">9/13/2023</a>	<a href="#">Roofers Local 86</a>
<a href="#">FRANKLIN</a>	<a href="#">Sheet Metal Worker</a>	<a href="#">11/13/2024</a>	<a href="#">11/13/2024</a>	<a href="#">Sheet Metal Local 24 (Columbus)</a>
<a href="#">FRANKLIN</a>	<a href="#">Sprinkler Fitter</a>	<a href="#">1/1/2025</a>	<a href="#">12/31/2024</a>	<a href="#">Sprinkler Fitter Local 669</a>
<a href="#">FRANKLIN</a>	<a href="#">Truck Driver</a>	<a href="#">5/1/2024</a>	<a href="#">5/1/2024</a>	<a href="#">Truck Driver Locals 20.40.92.92b.100.175.284.438.377.637.908.957 - Bldg &amp; HevHwy Class 1</a>
<a href="#">FRANKLIN</a>	<a href="#">Truck Driver</a>	<a href="#">5/1/2024</a>	<a href="#">5/1/2024</a>	<a href="#">Truck Driver Locals 20.40.92.92b.100.175.284.438.377.637.908.957 - Bldg &amp; HevHwy Class 2</a>
<a href="#">FRANKLIN</a>	<a href="#">Truck Driver</a>	<a href="#">5/1/2024</a>	<a href="#">5/1/2024</a>	<a href="#">Truck Driver Locals 20.40.92.92b.100.175.284.438.377.637.908.957 - Bldg &amp; HevHwy Class 3</a>

[Back to home](#)

## Prevailing Wage Determination Cover Letter

County:    
Determination Date: 04/01/2025  
Expiration Date: 07/01/2025

THE FOLLOWING PAGES ARE PREVAILING RATES OF WAGES ON PUBLIC IMPROVEMENTS FAIRLY ESTIMATED TO BE MORE THAN THE AMOUNT IN O.R.C. SEC. 4115.03 (b) (1) or (2), AS APPLICABLE.

Section 4115.05 provides, in part: "Where contracts are not awarded or construction undertaken within ninety days from the date of the establishment of the prevailing wages, there shall be a redetermination of the prevailing rate of wages before the contract is awarded." The expiration date of this wage schedule is listed above for your convenience only. This wage determination is not intended as a blanket determination to be used for all projects during this period without prior approval of this Department.

Section 4115.04, Ohio Revised Code provides, in part: "Such schedule of wages shall be attached to and made a part of the specifications for the work, and shall be printed on the bidding blanks where the work is done by contract..."

The contract between the letting authority and the successful bidder shall contain a statement requiring that mechanics and laborers be paid a prevailing rate of wage as required in Section 4115.06, Ohio Revised Code.

The contractor or subcontractor is required to file with the contracting public authority upon completion of the project and prior to final payment therefore an affidavit stating that he has fully complied with Chapter 4115 of the Ohio Revised Code.

The wage rates contained in this schedule are the "Prevailing Wages" as defined by Section 4115.03, Ohio Revised Code (the basic hourly rates plus certain fringe benefits). These rates and fringes shall be a minimum to be paid under a contract regulated by Chapter 4115 of the Ohio Revised Code by contractors and subcontractors. The prevailing wage rates contained in this schedule include the effective dates and wage rates currently on file. In cases where future effective dates are not included in this schedule, modifications to the wage schedule will be furnished to the Prevailing Wage Coordinator appointed by the public authority as soon as prevailing wage rates increases are received by this office.

"There shall be posted in a prominent and accessible place on the site of work a legible statement of the Schedule of Wage Rates specified in the contract to the various classifications of laborers, workmen, and mechanics employed, said statement to remain posted during the life of such contract." Section 4115.07, Ohio Revised Code.

Apprentices will be permitted to work only under a bona fide apprenticeship program if such program exists and if such program is registered with the Ohio Apprenticeship Council.

Section 4115.071 provides that no later than ten days before the first payment of wages is due to any employee of any contractor or subcontractor working on a contract regulated by Chapter 4115, Ohio Revised Code, the contracting public authority shall appoint one of his own employees to act as the prevailing wage coordinator for said contract. The duties of the prevailing wage coordinator are outlined in Section 4115.071 of the Ohio Revised Code.

Section 4115.05 provides for an escalator in the prevailing wage rate. Each time a new rate is established, that rate is required to be paid on all ongoing public improvement projects.

A further requirement of Section 4115.05 of the Ohio Revised Code is: "On the occasion of the first pay date under a contract, the contractor shall furnish each employee not covered by a collective bargaining agreement or understanding between employers and bona fide organizations of Labor with individual written notification of the job classification to which the employee is assigned, the prevailing wage determined to be applicable to that classification, separated into the hourly rate of pay and the fringe payments, and the identity of the prevailing wage Coordinator appointed by the public authority. The contractor or subcontractor shall furnish the same notification to each affected employee every time the job classification of the employee is changed."

Work performed in connection with the installation of modular furniture may be subject to prevailing wage.

**THIS PACKET IS NOT TO BE SEPARATED BUT IS TO REMAIN COMPLETE AS IT IS SUBMITTED TO YOU. (Reference guidelines and forms are included in this packet to be helpful in the compliance of the Prevailing Wage law.)**  
wh1500



# PREVAILING WAGE THRESHOLD LEVELS

## IMPORTANT NOTICE

Before advertising for bids, contracting, or undertaking construction with its own forces, to construct a public improvement, the Public Authority shall have the Ohio Department of Commerce-Division of Industrial Compliance, Bureau of Wage and Hour Administration determine the prevailing rates of wages for workers employed on the public improvement. The wage determination must be included in the project specifications and printed on the bidding blanks where work is done by contract.

<b>“New” construction threshold for <i>Building Construction</i>:</b>	<b>\$250,000</b>
---	------------------

<b>“Reconstruction, enlargement, alteration, repair, remodeling, renovation, or painting” threshold level for <i>Building Construction</i>:</b>	<b>\$75,000</b>
---	-----------------

---

### As of January 1, 2022:

<b>“New” construction that involves <i>roads, streets, alleys, sewers, ditches and other works connected to road or bridge construction</i> threshold level has been adjusted to:</b>	<b>\$96,091</b>
---	-----------------

<b>“Reconstruction, enlargement, alteration, repair, remodeling, renovation, or painting” that involves <i>roads, streets, alleys, sewers, ditches and other works connected to road or bridge construction</i> threshold level has been adjusted to:</b>	<b>\$28,789</b>
---	-----------------

- A) Thresholds are to be adjusted biennially by the Director of the Ohio Department of Commerce.
- B) Biennial adjustments to threshold levels are made according to the Building Cost for Skilled Labor Index published by McGraw-Hill’s Engineering News-Record, but may not increase or decrease more than 3% for any year.

If there are questions concerning this notification, please contact:

Ohio Department of Commerce  
Division of Industrial Compliance  
Bureau of Wage and Hour Administration  
6606 Tussing Road, PO Box 4009  
Reynoldsburg, Ohio 43068-9009  
Phone: 614-644-2239  
Fax: 614-728-8639  
[www.com.ohio.gov](http://www.com.ohio.gov)



## PREVAILING WAGE CONTRACTOR RESPONSIBILITIES

**This is a summary of prevailing wage contractors' responsibilities. For more detailed information please refer to Chapter 4115 of the Ohio Revised Code**

### General Information

Ohio's prevailing wage laws apply to all public improvements financed in whole or in part by public funds when the total overall project cost is fairly estimated to be more than \$250,000 for new construction or \$75,000 for reconstruction, enlargement, alteration, repair, remodeling, renovation, or painting.

Ohio's prevailing wage laws apply to all public improvements financed in whole or in part by public funds when the total overall project cost is fairly estimated to be more than \$91,150 for new construction that involves roads, streets, alleys, sewers, ditches and other works connected to road or bridge construction or \$27,309 for reconstruction, enlargement, alteration, repair, remodeling, renovation, or painting of a public improvement that involves roads, streets, alleys, sewers, ditches and other works connected to road or bridge construction.

- a) Thresholds are to be adjusted biennially by the Administrator of Ohio Department of Commerce, Division of Industrial Compliance and Labor, Bureau of Wage and Hour Administration
- b) Biennial adjustments to threshold levels are made according to the Price Deflator for Construction Index, United States Department of Commerce, Bureau of the Census\*, but may not increase or decrease more than 3% for any year

### Penalties for violation

Violators are to be assessed the wages owed, plus a penalty of 100% of the wages owed.

### Intentional Violations

If an intentional violation is determined to have occurred, the contractor is prohibited from contracting directly or indirectly with any public authority for the construction of a public improvement. Intentional violation means "a willful, knowing, or deliberate disregard for any provision" of the prevailing wage law and includes but is not limited to the following actions:

- Intentional failure to submit payroll reports as required, or knowingly submitting false or erroneous reports.
- Intentional misclassification of employees for the purpose of reducing wages.
- Intentional misclassification of employees as independent contractors or as apprentices.
- Intentional failure to pay the prevailing wage.
- Intentional failure to comply with the allowable ratio of apprentices to skilled workers as required by the regulations established by Ohio Department of Commerce, Division of Industrial Compliance and Labor, Bureau of Wage and Hour Administration.
- Intentionally employing an officer, of a contractor or subcontractor, that is known to be prohibited from contracting, directly or indirectly, with a public authority.



## Responsibilities

- A. Pay the prevailing rate of wages as shown in the wage rate schedules issued by the Ohio Department of Commerce, Division of Industrial Compliance and Labor, Bureau of Wage and Hour Administration, for the classification of work being performed.
  - 1. Wage rate schedules include all modifications, corrections, escalations, or reductions to wage rates issued for the project.
  - 2. Overtime must be paid at time and one-half the employee's base hourly rate. Fringe benefits are paid at straight time rate for all hours including overtime.
  - 3. Prevailing wages must be paid in full without any deduction for food, lodging, transportation, use of tools, etc.; unless, the employee has voluntarily consented to these deductions in writing. The public authority and the Director of Ohio Department of Commerce, Division of Industrial Compliance and Labor, Bureau of Wage and Hour Administration - must approve these deductions as fair and reasonable. Consent and approval must be obtained before starting the project.
- B. Use of Apprentices and Helpers cannot exceed the ratios permitted in the wage rate schedules.
  - 1. Apprentices must be registered with the U.S. Department of Labor Bureau of Apprenticeship and Training.
  - 2. Contractors must provide the Prevailing Wage Coordinator a copy of the Apprenticeship Agreement for each apprentice on the project.
- C. Keep full and accurate payroll records available for inspection by any authorized representative of the Ohio Department of Commerce, Division of Industrial Compliance, and Labor, Bureau of Wage and Hour Administration or the contracting public authority, including the Prevailing Wage Coordinator. Records should include but are not limited to:
  - 1. Time cards, time sheets, daily work records, etc.
  - 2. Payroll ledger\journals and canceled checks\check register.
  - 3. Fringe benefit records must include program, address, account number, & canceled checks.
  - 4. Records made in connection with the public improvement must not be removed from the State for one year following the completion of the project.
  - 5. Out-of-State Corporations must submit to the Ohio Secretary of State the full name and address of their Statutory Agent in Ohio.
- D. Prevailing Wage Rate Schedule must be posted on the job site where it is accessible to all employees.
- E. Prior to submitting the initial payroll report, supply the Prevailing Wage Coordinator with your project dates to schedule reporting of your payrolls.
- F. Supply the Prevailing Wage Coordinator a list of all subcontractors including the name, address, and telephone number for each.
  - 1. **Contractors are responsible for their subcontractors' compliance with requirements of Chapter 4115 of the Ohio Revised Code.**



- G. Before employees start work on the project, supply them with written notification of their job classification, prevailing wage rate, fringe benefit amounts, and the name of the Prevailing Wage Coordinator for the project. A copy of the completed signed notification should be submitted to Prevailing Wage Coordinator.
- H. Supply all subcontractors with the Prevailing Wage Rates and changes.
- I. Submit certified payrolls within two (2) weeks after the initial pay period. Payrolls must include the following information:
  - 1. Employees' names, addresses, and social security numbers.
    - a. Corporate officers/owners/partners and any salaried personnel who do physical work on the project are considered employees. All rate and reporting requirements are applicable to these individuals.
  - 2. Employees' work classification.
    - a. Be specific about the laborers and/or operators (Group)
    - b. For all apprentices, show level/year and percent of journeyman's rate
  - 3. Hours worked on the project for each employee.
    - a. The number of hours worked in each day and the total number of hours worked each week.
  - 4. Hourly rate for each employee.
    - a. The minimum rate paid must be the wage rate for the appropriate classification. The Department's Wage Rate Schedule sets this rate.
    - b. All overtime worked is to be paid at time and one-half for all hours worked more than forty (40) per week.
  - 5. Where fringes are paid into a bona fide plan instead of cash, list each benefit and amount per hour paid to program for each employee.
    - a. When the amount contributed to the fringe benefit plan and the total number of hours worked by the employee on all projects for the year are documented, the hourly amount is calculated by dividing the total contribution of the employer by the total number of hours worked by the employee.
    - b. When the amount contributed to the fringe benefit is documented but not the total hours worked, the hourly amount is calculated by **dividing the total yearly contribution by 2080.**
  - 6. Gross amount earned on all projects during the pay period.
  - 7. Total deductions from employee's wages.
  - 8. Net amount paid.
- J. The reports shall be certified by the contractor, subcontractor, or duly appointed agent stating that the payroll is correct and complete; and that the wage rates shown are not less than those required by the O.R.C. 4115.
- K. Provide a Final Affidavit to the Prevailing Wage Coordinator upon the completion of the project.

**Many of our staff are teleworking to stop community spread of the coronavirus (COVID-19). Our office will also not be accepting walk-in customers. The Division is still operational, and customers will still be able to drop off plans, applications and other documents, but we ask that you first work through our web portal, where you can also submit payments. There are no convenience fees for online payment. Please call us at 614-644-2223 or email us at [IC@com.state.oh.us](mailto:IC@com.state.oh.us) with any questions. Thanks for your patience.**

## INSTRUCTIONS FOR PREPARING CERTIFIED PAYROLL REPORTS

### General

Contractors and subcontractors are required by law to submit certified payroll reports for work on projects covered by Ohio's Prevailing Wage Law. This form meets the reporting requirements established by Ohio Revised Code Chapter 4115. The use of this form is not mandatory, employers may submit their own forms provided that all of the required information is included. This form may be reproduced, or additional copies obtained from:

Ohio Department of Commerce Division of Industrial Compliance and Labor Bureau of Wage & Hour Administration 6606 Tussing Rd. P. O. Box 4009 Reynoldsburg, OH 43068-9009 Phone: (614) 644-2239

### Certified Payroll Heading

Employer name and address: Company's full name and address. Indicate if the company is a subcontractor, if so list the name of the General or Prime. Project: Name and location of the project, including county. Contracting Public Authority: Name and address of the contracting public authority. Week Ending: Month, day, and year for last day of reporting period. Payroll #: Indicates first, second, third, etc. payroll filed by the company for the project. Page indicator: number of pages included in the report. Project Number: Determined by the public authority. If there is no number leave blank.

### Information by Column

- 1. Employee Name, Address and Social Security number: This information must be provided for all employees that perform physical labor on the project. Corporate officers, partners, and salaried employees are considered employees and must be paid the prevailing rate. Individual sole proprietors do not have to pay themselves prevailing rate but must report their hours on the project.
- 2. Work Class: List classification of work actually performed by employee. If unsure of work classification, consult the Ohio department of Commerce, Wage and Hour Bureau. Employees working more than one classification should have separate line entries for each classification. Indicate what year/level for Apprentices. Be specific when using laborer and operator classifications; for example, Backhoe Operator or Asphalt Laborer.
- 3. Hours Worked, Day & Date: In the first row of column 3 enter days of pay period example; M T W T H F S S. The second row is for the date that corresponds with each day for the pay period. In the employee information section enter the number of hours worked on the prevailing wage project and which day the hours were worked. Separate rows are labeled for (ST) straight time hours and (OT) overtime hours. All hours worked after 40, must be paid at the appropriate overtime rate.
- 4. Project Total Hours : Total the hours entered for pay period.
- 5. Base Rate: Enter actual rate per hour paid to the employee. The overtime hourly rate is time and one-half the base rate listed in the prevailing wage schedule plus fringe benefits at straight time rate. The prevailing wage schedule lists the base rate plus fringe benefit amounts. These amounts added together equal the total prevailing wage rate. Employers must pay this total amount in one of three ways.
  - Total rate may be paid in entirety in the base rate to the employee; in which case, the cash designation will be checked for fringe benefits.
  - Total rate may be paid as listed in prevailing wage rate schedule with total fringe amounts paid approved plans.
  - Total rate may be paid with a combination of base rate and fringe payments to approved plans in amounts other than those listed in schedule.
- 6. Project Gross: Enter total gross wages earned on the project for straight time and overtime. Project hours X base rate should equal project gross.
- 7. Fringes: If fringe benefits are paid in the hourly base rate, indicate this by marking the cash space. If fringe benefits are paid to approved plans as listed in the prevailing wage rate schedule, mark the space Approved Plans. If fringe benefits are paid partially in the base rate and partially to approved plans, mark the space Cash & Approved plans. List the hourly amount paid to approved plans for each fringe. If payments are not made on a per hour basis, calculate the hourly fringe credit by dividing the yearly employer contribution by the lesser of: hours actually worked in the year (these must be documented) or 2080. Fringe benefits include: Employer's share of health insurance, life insurance, retirement plan, bonus/profit sharing, sick pay, holiday pay, personal leave, vacation, and education/training programs.
- 8. Total Hours All Jobs: Total all hours worked during the pay period including non-prevailing wage jobs.
- 9. Total Gross All Jobs: Gross amount earned in the pay period for all hours worked.
- 10. Self explanatory.
- 11. Self explanatory.
- 12. Self explanatory.

**CONTACT US**

Division of Industrial Compliance & Labor  
6606 Tussing Road  
Reynoldsburg, OH 43068

Phone 614.644.2223  
Fax 614.644.2618  
Email [IC@com.state.oh.us](mailto:IC@com.state.oh.us)

Webmaster  
Contact the Webmaster for Questions  
or Comments on the Website:  
[webmaster@com.state.oh.us](mailto:webmaster@com.state.oh.us)

**CONNECT WITH US****LOOKUP SERVICES**

Registered Contractor List  
Boiler Information Database  
Building Code Compliance Electronic Plan  
Submission  
Board Of Building Appeals Case Lookup  
Elevator Database Lookup

**RESOURCES**

Federal Wage and Hour  
U.S. Consumer Product Safety  
Commission  
National Electric, Fire Alarm and Sprinkler  
Codes  
Minor Labor Law Poster  
2017 Minimum Wage Poster  
2018 Minimum Wage Poster

**ABOUT INDUSTRIAL  
COMPLIANCE**

Director Sheryl Maxfield  
Superintendent Geoff Eaton

# Ohio.gov

Copyright©2012 Ohio Department of Commerce. All Rights Reserved

# Certified Payroll Report

**Report for:** ☐ Check if Subcontractor<sup>1)</sup> Contract No: \_\_\_\_\_ Payroll No: \_\_\_\_\_

Company:<sup>1)</sup> \_\_\_\_\_ If Sub, GC/Prime Contractor Name: \_\_\_\_\_

Address: \_\_\_\_\_ Project Name & Location: \_\_\_\_\_ Week Ending: \_\_\_\_\_

City, State, Zip \_\_\_\_\_ Public Authority (Owner): \_\_\_\_\_

Phone No: \_\_\_\_\_ Sheet:<sup>2)</sup> \_\_\_\_\_ of \_\_\_\_\_

1. Employee Name, Address, & SS# (Last 4 digits if permitted)	2.Work Class <sup>3)</sup>	3.Prevaling Wage Project Hours Worked - Day & Date							4.Total Hours	5.Base Rate	6.Project Gross	7. Fringes: <input type="checkbox"/> Cash <input type="checkbox"/> Approved Plans <input type="checkbox"/> Cash & Approved Plans						Weekly Payroll Amount			
												Fringe Rate Your Company Pays Per Hour						8.Total Hrs for all Jobs	9. Total Gross on All Jobs	10. Total Deductions	11. Net Pay on All Jobs
												H&W	Pens	Vac	Hol	Other	Total				
		OT																			
		ST																			
		OT																			
		ST																			
		OT																			
		ST																			
		OT																			
		ST																			
		OT																			
		ST																			

1 ) By signing below, I certify that: (1) I pay, or supervise the payment of the employees shown above; (2) during the pay period reported on this form, all hours worked on this project have been paid at the appropriate prevailing wage rate for the class of work done; (3) the fringe benefits have been paid as indicated above; (4) no rebates or deductions have been or will be made, directly or indirectly from the total wages earned, other than permissible deductions as defined in ORC Chapter 4115; and (5) apprentices are registered with the U.S. Dept. of Labor, Bureau of Apprenticeship and Training. I understand that the willful falsification of any of the above statements may subject the Contractor or Subcontractor to civil or criminal prosecution.

Type or Print Name and Title \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_



## Affidavit of Compliance

### Prevailing Wages

I, \_\_\_\_\_  
(Name of person signing affidavit) (Title)

do hereby certify that the wages paid to all employees of

\_\_\_\_\_  
(Company Name)

for all hours worked on the

\_\_\_\_\_  
(Project name and location)

project, during the period from \_\_\_\_\_ to \_\_\_\_\_ are in  
(Project Dates)

compliance with prevailing wage requirements of Chapter 4115 of the Ohio Revised Code. I further  
certify that no rebates or deductions have been or will be made, directly or indirectly, from any wages  
paid in connection with this project, other than those provided by law.

\_\_\_\_\_  
(Signature of Officer or Agent)

Sworn to and subscribed in my presence this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_  
(Notary Public)

**The above affidavit must be executed and sworn to by the officer or agent of the contractor or subcontractor who supervises the payment of employees. This affidavit must be submitted to the owner (public authority) before the surety is released or final payment due under the terms of the contract is made.**





- ▶ forms
- ▶ contacts
- ▶ about LAWS
- ▶ search

## Ohio Department of Commerce Bureau of Wage & Hour Administration

[Consumers](#)[Business](#)[License/Permit Holders & Applicants](#)[Other Government Agencies](#)

### Submitting Union Contract Information

The Ohio Department of Commerce, Bureau of Wage & Hour, will no longer take union contract information for the establishment of prevailing wage rates via the web. The majority of information from the unions submitted in this manner was not supported with an associated mailing of the actual union contract and an affidavit as required. The Bureau will continue to make every effort to post up to date wage rates as efficiently as possible. In order to do so, those submitting information to the Bureau on behalf of the unions must:

- 1) submit contract information in a timely manner via fax, regular US Mail, or other non-electronic method
- 2) contract information submitted must be the actual signed union contract

Please send the appropriate information to:

Bureau of Wage & Hour  
Attn: Kathy Peck  
6606 Tussing Road, P.O. Box 4009  
Reynoldsburg, Ohio 43068-9009

[commerce home](#) / [forms](#) / [contacts](#) / [press room](#) / [feedback](#) / [privacy policy](#)

# **APPENDIX C**

---

## **DOCUMENTS SUBMITTED WITH BID**

**General Info**

Alt Total: \$116,094.00

**Total:**

\$566,108.49

---

Number	Description
2025 Sidewalk Lookback Maintenance Program Rebid, ST-1115	The base bid Project consists of concrete sidewalk and curb ramp removal and replacement, sidewalk panel chamfer saw cutting, and other related work.
<b>Deadline</b>	<b>Allows zero unit prices and labor</b>
05/01/2025 11:00 AM EDT	Yes
<b>Vendor</b>	<b>Allows negative unit prices and labor</b>
Professional Pavement	No
<b>Submitted</b>	
04/24/2025 03:52 PM EDT	
<b>Signed by</b>	
Michael Hall	
<b>Opened</b>	
05/01/2025 11:15 AM EDT <b>By</b> angela.roth@gahanna.gov	

# VENDOR RESOURCES

---

Vendor Resources Page  
Informational page containing instructional videos for vendors.

---

BidExpress Customer Support Team  
Customer support contact. Available Monday-Friday from  
7:00am-8:00pm eastern time.

---

## ATTACHMENT LIST

---

1 - 2025 Sidewalk Lookback ST-1115 Notice to Bidders.pdf (255 KB)  
REMOVED AND REPLACED SEE BID ADDENDUM 1

---

Appendix A-1 - Supplemental Specifications 2025 Lookback SMP.pdf (1.79 MB)

---

Appendix A-2 - 2025 Event Schedule.pdf (423 KB)

---

Appendix B Prevailing Wage.pdf (3.59 MB)

---

Appendix D-2 - Base Bid Detail Maps.pdf (19.7 MB)

---

Appendix D-4 -ALT 1 ADA Ramp Location Maps.pdf (3.14 MB)

---

Appendix E-1 - Owner Contractor Admin Docs Non General Conditions.pdf (283 KB)

---

Appendix E-2 - Gahanna General Conditions 2025 .pdf (757 KB)

---

Appendix E-3 - ODOT Manual Supplement.pdf (82.7 KB)

---

Appendix F - CMS Supplement Gahanna.pdf (77.1 KB)

---

Professional Services Form.pdf (96.5 KB)

---

Appendix D-3 - Alternate Bid Detail Sheets.pdf (406 KB)

---

Appendix D-1 -Base Bid Detail Sheets.pdf (616 KB)

---

BID ADDENDUM 1 - 2025 Sidewalk Lookback Program ST-1115 including NTB.pdf (314 KB)  
REQUIRED -REVIEW, SIGN AND INCLUDE WITH BID  
DOCUMENT

---

BID ADDENDUM 2 - 2025 Sidewalk Lookback Program, Rebid ST-1115.pdf (61.6 KB)  
REQUIRED -REVIEW, SIGN AND INCLUDE WITH BID  
DOCUMENT

---

# PREVAILING WAGE RATES

---

**Current Prevailing Wage Rates are to be included in the contract.** The current rates become part of the contract awarded to the lowest and best bidder. The links listed below provide access to forms, regulations, and general information on prevailing wage compliance. These are for information purposes only.

[Prevailing Wage Rates](#)

[Forms & Publications](#)

# CONTRACTOR’S QUALIFICATION STATEMENT

---

The bidder is required to state the following in full detail as will enable the Director of Public Service and Engineering and Council of the City of Gahanna to judge its responsibility, experience, skill and financial standing to meet the obligations of the Contract.

**ORGANIZATION:**

**(a) Number of years your organization has been in business as a Contractor: \***

15 Years

**(b) Number of years your organization has been in business under its present business name. List any other or former names your organization has operated under. \***

11 Years

**(c) If your organization is a corporation, list the following: date of incorporation, state of incorporation, President’s name, Vice President’s name(s), Secretary’s name and Treasurer’s name. If not applicable, state “not applicable.” \***

NA

**(d) If your organization is a partnership, list the following: date of organization, type of partnership (if applicable) and name(s) of general partner(s). If not applicable, state “not applicable.” \***

NA

**(e) If your organization is individually owned, list the following: date of organization and name of owner. If not applicable, state “not applicable.” \***

NA

**(f) If the form of your organization is other than those listed above, describe it and name the principals. If not applicable, state "not applicable." \***

Matthew J. Kinney CEO  
Domestic for Profit LLC-2014  
State of Ohio #416846

**LICENSING:**

**(a) List jurisdictions and trade categories in which your organization is legally qualified to do business, and indicate registration or license numbers, if applicable. \***

City of Columbus-License #G10153  
West Virginia Contractors License #WV060742

**(b) List jurisdictions in which your organization's partnership or trade name is filed. \***

Delaware, OHIO

**EXPERIENCE:**

**(a) List the categories of work that your organization normally performs with its own forces. \***

Concrete  
Asphalt  
Sealcoating  
Paint Striping  
Excavating  
Site Work  
Snow Services

**(b) List all details of any work your organization has failed to complete. If none, state "none." \***

None



**(c) List any Claims that your organization or any of its officers have initiated, any Claims initiated against your organization or any of its officers, any mediation or arbitration proceedings or lawsuits related to any contract your organization or any of its officers have been involved in or is currently involved in, or any judgements or awards outstanding against your organization or any of its officers within the last five (5) years. Please give details for each Claim, including the names and telephone numbers of the persons who are parties, the amount of the Claim, the type of Claim and basis for the Claim, and the outcome. If none, state "none." \***

None

Note: As used in this document "Claim" means a Claim initiated under the Contract Documents for a contract.

**(d) List any officer or principal of your organization that has ever been an officer or principal of another organization when it failed to complete a contract within the last five (5) years. Please give details for each instance, including the names and telephone numbers of the persons who are parties to the contract, and the reason(s) the contract was not completed. If none, state "none." \***

None

**(e) List contracts your organization has in progress with an original contract sum of more than \$100,000.00, giving the name of contract, owner and its telephone number, design professional and its telephone number if applicable, contract amount, percent complete and scheduled completion date. State total amount of work in progress and under contract. If none, state "none." \***

2025 PPG Delaware Plant-Asphalt Contract-Demo and replace designated areas per plant manager. \$298,000.  
Eric Zimmerman (740)368-7226  
2025 Parking Lot Expansion ACE Hardware Distribution Center West Jefferson, OH (Pickert, Eric) (773-405-7549. \$150,000

**(f) Provide the following information for each contract your organization has had during the last five (5) years, including current contracts, where the contract sum is fifty percent (50%) or more of the bid amount for this Contract, including add alternates: name of contract, scope of work, contract sum, name of owner's representative and owner's telephone number. \***

- First Commonwealth Bank Powell Ohio-Asphalt and concrete rehabilitation. July 2023 \$182,000 Ken Pinnick (614)301-8359 kpinnick@fcbanking.com
- Lyons Gate-Asphalt Mill and Pave and Sealcoating. June 2023 \$160,000 Selena Canupp Pedcor (513)915-8949 jamies@pedcor.net
- AION Construction-Pointe at Northern Woods. Asphalt Mill and Pave. August 2023 \$248,000 Zach Conley (412)506-9547 z.conley@aionmanagement.com
- Worthington Industries-Concrete and Asphalt Repairs.-Asphalt and Concrete rehabilitation project. Summer 2022 \$277,888 Bill Castle (614)397-4957 bill.castle@worthingtonindustries.com

- Penske Westbelt (Let's Pave)-Concrete Mill and Asphalt Pave. Mill 2.5" concrete and repave. June 2020 \$271,200 N. Kuzlik (630)684-2255 nkuzlik@letspave.com
- International Paper Marion-Asphalt and Concrete rehabilitation project \$399,000. September 2022 Dave Larrison (740)383-8129
- City of Hilliard-2023 Sidewalk Maintenance Program. Demo and remove over 1300 sidewalk panels and driveway repairs/curbs \$457,000. July 13 2023-Oct 2023 Roberta Barkhimer (614)334-2440 rbarkhimer@hilliardohio.gov Chris Dicke Prime Construction Management (614)679-9138 Christine.dicke@primeeng.com
- Marion County International Raceway-Frecka Family track rehabilitation. Complete renovation of existing dragstrip-Concrete starting pad, Asphalt Main track, return lanes and staging area and demolition and construction of new signboards and building. Summers of 2022 and 2023. \$3,300,000.00 John Leedy (419)545-4098 boatbumm2000@yahoo.com
- City of Dublin 2024 Sidewalk Program-. Demo and remove over 700 sidewalk panels and driveway repairs/curbs. May 2024-Sept 2024 \$282,000 Doug Fleck (614)842-3006 dfleck@dublin.oh.us
- City of Grove City 2024 Sidewalk Program-Demo and remove 14000 sf of sidewalk and 7000 sf of curb ramps and ADA ramps. September 2024-present \$512,000 Charles W. Boso, Jr (614) 277-3075 Chad Joice EMH&T Engineers (614)775-4558 cjoyce@emht.com

Note: If there are more than ten (10) of these contracts, only provide information on the most recent ten (10) contracts, including current contracts.

**(g) Provide the following information for each contract your organization has had during the last five (5) years, which your organization believes is of comparable or greater size and complexity than the Owner's contract: name of contract, scope of work, contract sum, name of owner's representative and owner's telephone number. \***

1. City of Dublin 2024 Sidewalk Program-. Demo and remove over 700 sidewalk panels and driveway repairs/curbs. May 2024-Sept 2024 \$282,000 Doug Fleck (614)842-3006 dfleck@dublin.oh.us
2. City of Grove City 2024 Sidewalk Program-Demo and remove 14000 sf of sidewalk and 7000 sf of curb ramps and ADA ramps. September 2024-present \$512,000 Charles W. Boso, Jr (614) 277-3075 Chad Joice EMH&T Engineers (614)775-4558 cjoyce@emht.com
3. City of Hilliard-2023 Sidewalk Maintenance Program. Demo and remove over 1300 sidewalk panels and driveway repairs/curbs \$457,000. July 13 2023-Oct 2023 Roberta Barkhimer (614)334-2440
4. Marion County International Raceway-Frecka Family track rehabilitation. Complete renovation of existing dragstrip-Concrete starting pad, Asphalt Main track, return lanes and staging area and demolition and construction of new signboards and building. \$3,300,000.00 John Leedy (419)545-4098

Note: If there are more than five (5) of these contracts, only provide information on the most recent five (5) contracts, including current contracts.

**(h) State the average annual amount of contracts your organization has performed during the last five (5) years. \***

9.15 Million

**(i) If any of the following members of your organization's management, president, chairman of the board, or any director, operates or has operated another company during the last five (5) years, identify the member of management and the name of the company. If none, state "none." \***

Matt Kinney-M & N Kinney LLC and Professional Property Services LLC.

**(j) If your organization is operating under a trade name registration with the Secretary of State for the State of Ohio, identify the entity for which the trade name is registered. If none, state "none." \***

None

**(k) If your organization is a division or wholly-owned subsidiary of another entity or has another relationship with another entity, identify the entity of which it is a division or wholly-owned subsidiary or with which it has another relationship and also identify the nature of the relationship. If not applicable, state "not applicable." \***

NA

**(l) List the education, training and experience for each person who will fill a management role on the Contract, including without limitation the Contract Executive, Contract Manager and Contract Superintendent. For each person listed, include with the other information the last three contracts on which the person worked and the name and telephone number of the owner. \***

Kirth Kinney, Contract Superintendent-BS Construction Management, Bowling Green State University. OSHA 30 Certified  
Michael Hall, Contract Manager OSHA 30 Certified

## REFERENCES:

**(a) List all trade references. \***

Ohio Ready Mix-10330 SR 161, Plain City, OH 43064 (800) 557-3112  
Buckeye Ready Mix-282 Curtis St, Delaware, OH 43015 (800) 266-2738  
Shelly Materials-8328 Watkins Rd, Ostrander, OH 43061 (740) 666-5841  
National Lime and Stone-2406 S Section Line Rd, Delaware, OH 43015 (740) 369-7651  
SHELLY & SANDS, INC. CORPORATE HEADQUARTERS 3570 SOUTH RIVER ROAD P.O. BOX 1585 ZANESVILLE, OH 43702-1585 OFFICE: (740) 453-0721

**(b) List all bank references. \***

First Citizens National Bank  
MISTY HAYDEN  
VP/Business Development

NMLS 520882  
P: 740-383-1200  
100 N Sandusky Avenue  
PO Box 299  
Upper Sandusky, OH 43351

**(c) List the name of your surety bonding company along with the name and address of your surety agent. \***

Verne Hart Insurance Agency  
324 East Center Street, Marion 740.387.0643  
Tom Johnston

#### **FINANCING:**

(a) Attach a financial statement, preferably audited, including your organization's latest balance sheet and income statement showing the following items: current assets (e.g., cash, joint venture accounts, accounts receivable, notes receivable, accrued income, deposits, materials inventory and prepaid expenses), net fixed assets, other assets, current liabilities (e.g., accounts payable, notes payable, accrued expenses, provision for income taxes, advances, accrued salaries and accrued payroll taxes) and other liabilities (e.g., capital, capital stock, authorized and outstanding shares par values, earned surplus and retained earnings). **(To upload - Refer to Financial Statements Upload area after the Contractor's Qualification Statement of this solicitation).**

**(b) List the name and address of the firm preparing attached financial statement, and date thereof. \***

Winterset CPA Group  
4679 Winterset Dr, Columbus, OH 43220  
(614) 459-7700

**(c) State if the attached financial statement for the identical organization is named on page one. If not, explain the relationship and financial responsibility of the organization whose financial statement is provided (e.g., parent-subsidary). \***

Yes

**(d) State if the organization whose financial statement is attached will act as guarantor of the Contract. \***

Yes

**CERTIFICATION:**

The undersigned certifies for the reliance of the Owner that after diligent investigation, to the best of the undersigned's belief, the information provided with this Contractor's Qualification Statement is true, accurate and not misleading.

**Company Name: \***

Professional Pavement Services

**Signature: \***

Matthew J. Kinney

**Date: \***

4/14/2025

**Printed Name and Title: \***

Matthew J. Kinney Owner/CEO

CONTRACTOR’S QUALIFICATION STATEMENT (FINANCIAL STATEMENT UPLOAD)

Name	Omission Terms	Submitted File
Financial Statement Upload Financial Statement Upload		2024 PPS Financials.pdf
1 Required Document		

CONTRACTOR’S QUALIFICATION STATEMENT (ADDITIONAL MATERIAL)

Name	Omission Terms	Submitted File
Optional: Vendor is not required to complete.		
Additional Material Upload #1 Optional Upload as Needed (10MB limit)		Addendum I.pdf
Additional Material Upload #2 Optional Upload as Needed (10MB limit)		Addendum II.pdf
Additional Material Upload #3 Optional Upload as Needed (10MB limit)		Professional Pavement Services and References.docx
3 Required Documents		

# SUBCONTRACTORS LIST

---

The bidder is required to state, in detail, in the space provided below, the name, address, experience and the work to be performed by subcontractors in this Contract, including approximate percentage of the Contract cost by subcontractor. If no subcontractors are to be used, so state. \*

One Call Land Care, LLC.  
5227 Dexter Avenue  
Hilliard, OH 43026  
(614)777-8900  
Topsoil and Hydroseeding Contractor. Scott Jones owner-Specializes in topsoil backfill and re-seeding municipal projects in the greater Columbus area.

McCarty's Tree Service  
190 West Marion Street  
Mt Gilead, OH 43338  
Certified Arborist-Casey McCarty. See attachments for Registration #

**Note: The bidder shall perform within its own organization, work amounting to not less than fifty percent (50%) of the total Contract cost.**



CORPORATE AFFIDAVIT

Optional: Vendor is not required to complete.

To be filled in and executed if the contractor is a corporation.

State of: \*

No bid

County of (ss): \*

No bid

being first duly sworn, \*

No bid

deposes and says that he or she is Secretary of

No bid

a corporation organized and existing under and by virtue of the laws of the state of

No bid

and having its principal office at

(Address), \*

No bid

(City), \*

No bid

(County), \*

No bid

(State). \*

No bid

Affiant further says he or she is familiar with the records, minutes, books and by-laws of the (Name of Corporation). \*

No bid

Affiant further says that

(Name of Officer),

\*

No bid

\_\_\_\_\_  
**(Title) \***

No bid

**of the Corporation is duly authorized to sign the Contract for the**  
\_\_\_\_\_ **(Contract) \***

No bid

**for said Corporation by virtue of \_\_\_\_\_ (state whether a provision of by-laws or a resolution**  
**of the Board of Directors), \***

No bid

\_\_\_\_\_ **(if by**  
**resolution, give date of adoption).**

No bid

**Signature: \***

No bid

CONTRACTOR'S PERSONAL PROPERTY TAX AFFIDAVIT (O.R.C. § 5719.042)

State of: \*

Ohio

County of (ss): \*

Delaware

\_\_\_\_\_, Affiant, \*

Matthew J Klnney

being first duly sworn, deposes and says:

1. I am the (Title): \*

Owner/CEO

of (Contractor): \*

Professional Pavement Services

2. The Contractor's offices are located at: \*

152 Troutman Rd  
Delaware, OH 43015

3. I am the Contractor's duly authorized representative for making this affidavit.

4. Effective this \_\_\_\_\_ day: \*

14th

of \_\_\_\_\_: \*

20 \_\_\_\_\_: \*

April

25

the Contractor \_\_\_\_\_ with delinquent personal property taxes on the general list of personal property in any Ohio county. \*

is not charged

delinquent personal property taxes:

County:

N/A

**Amount (include total amount, with penalties and interest thereon):**

\$.00

**County:**

N/A

**Amount (include total amount, with penalties and interest thereon):**

\$.00

**County:**

N/A

**Amount (include total amount, with penalties and interest thereon):**

\$.00

**County:**

N/A

**Amount (include total amount, with penalties and interest thereon):**

\$.00

**Signature: \***

Matthew J Kinney

NONCOLLUSION AFFIDAVIT

State of: \*

Ohio

County of (ss): \*

Delaware

Contractor, \*

Matthew J Kinney

being first duly sworn, deposes and says that he or she is \*

sole owner

of

(company name), \*

Professional Pavement Services LLC

the party making the foregoing bid; that such bid is not made in the interest of or on behalf of any undisclosed person, partnership, company, association, organization, or corporation; that such bid is genuine and not collusive or sham; that said bidder has not directly or indirectly induced or solicited any other bidder to put in a false or sham bid, and has not directly or indirectly colluded, conspired, connived, or agreed with any bidder or anyone else to put in a sham bid, or that any one shall refrain from bidding; that said bidder has not in any manner, directly or indirectly, sought by agreement, communication or conference with anyone to fix any overhead, profit, or cost element of such bid price, or of that of any other bidder, or to secure any advantage against the Owner awarding the Contract to anyone interested in the proposed Contract; that all statements contained in such bid are true; and further, that said bidder has not, directly or indirectly, submitted its bid price or any breakdown thereof, or the contents thereof, or divulged information or data relative thereto, or paid and will not pay any fee in connection therewith, to any corporation, partnership, company, association, organization, bid depository, or to any member or agent thereof, or to any other individual except to such person or persons as have a partnership or other financial interest with said bidder in its general business.

Signature: \*

Matthew J Kinney

# ESCROW WAIVER

---

**Contractor, \***

Professional Pavement Services LLC.

agrees to abide by City of Gahanna Ordinance No. 0077-2017. Pursuant to such ordinance and the City's home rule authority, Contractor waives the requirements of Sections 153.13, 153.14 and 153.63 of the Ohio Revised Code that an escrow account be established relating to the Contract and that interest be paid on retainage.

**Signature: \***

Matthew J. Kinney

# BID GUARANTY AND CONTRACT BOND & SURETY UPLOADS

Name	Omission Terms	Submitted File
Bid Guaranty and Contract Bond Bid Guaranty and Contract Bond (Form located in Attachement List)		Updated Bid Bond and Contract Bond.pdf
Surety Company's Power of Attorney Power of attorney for surety company		Updated POA.pdf
Surety Company's Financial Statement Financial statement for surety company		Liberty Mutual Company Balance Sheet.pdf
Surety Company's Certificate of Complainece from the Ohio Department of Insurance Certificate of complainece from the Ohio Department of Insurance for surety company		State of OH - OH Casualty 2025.pdf
4 Required Documents		

## BID FORM & BIDDER CERTIFICATION

---

Having carefully reviewed the Information and Requirements for Bidders, Drawings, Specifications and other Contract Documents for the Project including having also received, read, and taken into account any Addenda and likewise having inspected the site and the conditions affecting and governing the Project and confirmed the location of the site utilities and all existing structures, the undersigned hereby proposes to furnish all materials and to perform all labor, as specified and described in the said Specifications and/or as shown on the said Drawings for all Work necessary to complete the Project on a timely basis and in accordance with the Contract Documents regardless of whether expressly provided for in such Specifications and Drawings.

Before completing the Bid Form, the undersigned represents that it has carefully reviewed the Notice to Bidders, Information and Requirements for Bidders, this Bid Form, Form of Bid Guaranty and Contract Bond, Contractor's Affidavit (O.R.C. 5719.042), Owner-Contractor Agreement, General Conditions of the Contract (EJCDC C-700, 2013) (as modified), Drawings, Project Specifications, and all other Contract Documents. Failure to comply with provisions of the Contract Documents may be cause for disqualification of the bid.

**BONDS AND CONTRACT:** If the undersigned is notified of bid acceptance, it agrees to furnish required bonds as indicated in the Information and Requirements for Bidders.

**COMPLETION OF WORK:** In submitting a bid, the undersigned agrees to execute the Owner-Contractor Agreement in the form included in the Contract Documents and to substantially complete its Work as required by the Contract Documents.

**NOTE A:** The wording of the Bid Form shall be used throughout, without change, alteration, or addition. Any change may cause it to be rejected.

**NOTE B:** Bidder is cautioned to bid only on the Brands or Standards specified.

**NOTE C:** If there is an inconsistency or conflict in the Bid amount, the lowest amount shall control, whether expressed in numbers or words.

### INSTRUCTIONS FOR SIGNING

A. The person signing for a sole proprietorship must be the sole proprietor or his authorized representative. The name of the sole proprietor must be shown below.

B. The person signing for a partnership must be a partner or his authorized representative.

C. The person signing for a corporation must be the president, vice president or other authorized representative; or he must show authority, by affidavit, to bind the corporation.

D. The person signing for some other legal entity must show his authority, by affidavit, to bind the legal entity.

**BIDDER CERTIFICATIONS.** The Bidder hereby acknowledges that the following representations in this bid are material and not mere recitals:

1. The Bidder acknowledges that this is a public project involving public funds, and that the Owner expects and requires that



each successful Bidder adhere to the highest ethical and performance standards. The Bidder by submitting its bid pledges and agrees that (a) it will act at all times with absolute integrity and truthfulness in its dealings with the Owner and the Design Professional, (b) it will use its best efforts to cooperate with the Owner and the Design Professional and all other Contractors on the Project and at all times will act with professionalism and dignity in its dealings with the Owner, Design Professional and other Contractors, (c) it will assign only competent supervisors and workers to the Project, each of whom is fully qualified to perform the tasks that are assigned to him/her, and (d) it has read, understands and will comply with the terms of the Contract Documents.

2. The Bidder represents that it has had a competent person carefully and diligently review each part of the Contract Documents, including the Divisions of the Specifications and parts of the Drawings that are not directly applicable to the Work on which the Bidder is submitting its bid. By submitting its bid, each Bidder represents and agrees, based upon its careful and diligent review of the Contract Documents, that it is not aware of any conflicts, inconsistencies, errors or omissions in the Contract Documents for which it has not notified the Design Professional in writing at least seven (7) days prior to the bid opening. If there are any such conflicts, inconsistencies, errors or omissions in the Contract Documents, the Bidder (i) will provide the labor, equipment or materials of the better quality or greater quantity of Work; and/or (ii) will comply with the more stringent requirements. The Bidder will not be entitled to any additional compensation for any conflicts, inconsistencies, errors or omissions that would have been discovered by such careful and diligent review, unless it has given such prior written notice to Design Professional.
3. The Bidder represents that it has had a competent person carefully and diligently inspect and examine the entire site for the Project and the surrounding area, including all parts of the site applicable to the Work for which it is submitting its bid, including the location, condition and layout of the site and the location of utilities, and carefully correlate the results of the inspection with the requirements of the Contract Documents. The Bidder agrees that its bid shall include all costs attributable to site and surrounding area conditions that would have been discovered by such careful and diligent inspection and examination of the site and the surrounding area, and the Bidder shall not be entitled to any Change Order, additional compensation, or additional time on account of conditions that could not have been discovered by such an investigation.
4. The Bidder represents, understands and agrees that a) the Change Proposal and Claim procedures in the Modified Standard General Conditions are material terms of the Contract Documents, b) if it has a Change Proposal or Claim, it will have its personnel provide complete and accurate information to complete and submit the Change Proposal and / or Statement of Claim form on a timely basis, c) the proper completion and timely submission of a Change Proposal or Statement of Claim form is a condition precedent to any change in the Contract Sum or the Contract Time(s), and d) the proper and timely submission of the Change Proposal or Statement of Claim form provides the Owner and the Design Professional with necessary information so that the Owner may investigate the Claim and mitigate its damages.
5. The Bidder represents that the bid contains the name of every person interested therein and is based upon the Standards specified by the Contract Documents.
6. The Bidder and each person signing on behalf of the Bidder certifies, and in the case of a bid by joint venture, each member thereof certifies as to such member's entity, under penalty of perjury, that to the best of the undersigned's knowledge and belief: (a) the Base Bid, any Unit Prices, Lump Sum Items, and any Alternate bids in the bid have been arrived at independently without collusion, consultation, communication or agreement, or for the purpose of restricting competition as to any matter relating to such Base Bid, Unit Prices, Lump Sum Items, or Alternate bids with any other Bidder; (b) unless otherwise required by law, the Base Bid, any Unit Prices, Lump Sum Items, and any Alternate bids in the bid have not been knowingly disclosed by the Bidder and will not knowingly be disclosed by the Bidder prior to the bid opening, directly or indirectly, to any other Bidder who would have any interest in the Base Bid, Unit Prices, Lump Sum Items, or Alternate bids; (c) no attempt has been made or will be made by the Bidder to induce any other Person to submit or not to submit a bid for the purpose of restricting competition; and (d) the statements made in this Bid Form are true and correct.
7. The Bidder will execute the form of Owner/Contractor Agreement in the form included with the Contract Documents, if a Contract is awarded on the basis of this bid, and if the Bidder does not execute the Contract Form for any reason, other than as authorized by law, the Bidder and the Bidder's Surety are liable to the Owner.
8. The Bidder certifies that upon the award of a Contract, the Contractor will ensure that all of the Contractor's employees, while working on the Project site, will not purchase, transfer, use or possess illegal drugs or alcohol or abuse prescription drugs in any way.
9. The Bidder agrees to furnish any information requested by the Design Professional or the Owner's authorized representative to evaluate that the Bidder is the best bidder and that the bid is responsive to the specifications.
10. The Bidder certifies that it has no unresolved findings for recovery issued by the Auditor of State.
11. The Bidder certifies that it is aware of and in compliance with the requirements of Ohio Revised Code Section 3517.13 regarding campaign contributions.

**Legal Name of Bidder: \***

Professional Pavement Services LLC.

**Bidder is: \***

other legal entity

**Name and Title of Person Legally Authorized to Bind Bidder to a Contract: \***

Matthew J. Kinney

**Address: \***

152 Troutman Road

**City \***

Delaware

**State \***

Ohio

**Zip \***

43,015

**Telephone Number: \***

(740) 726-2222

**Fax Number:**

(674) 455-8593

**Federal Tax ID Number: \***

**Signature: \***

Matthew J. Kinney

**Date: \***

4/17/2025

**When the Bidder is a partnership or a joint venture, state name and address of each partner in the partnership or participant in the joint venture below:**

**Name and Address:**

NA

# BID FORM (INSTRUCTIONS)

---

Include the cost of all labor and material for the bid items listed below. Bidder is to fill in all blanks related to the bid items for which a bid is being submitted. If there is a difference between the total bid amount and the total of the individual amounts for labor and materials stated under a bid item, the total of the individual amounts shall be the amount deemed to be inserted in the blank for the total labor and materials for each bid item. If there is an inconsistency or conflict in the bid amount, the lowest amount shall control, whether expressed in numbers or words.

For items the City designates as alternate, enter a negative value if it is to be deducted from the Base Bid. Otherwise the item(s) will be included as an addition to the base bid. If opting out of bidding an alternate item, check mark the box in the optional column located to the left of the item to insert the words "No Bid".

BID FORM

\$566,108.49

Ref #	Item #	Description	Qty	Unit	Material	Labor	Extension
Alternates are not included in bid total.							
1	441	Asphalt Finish Patch in front of ADA Ramps	63.00	SY	\$57.00	\$50.00	\$6,741.00
2	608	4' Concrete Walk 4" Thick Replacemen ts (4' x 5' Panel)	6,094.00	SF	\$11.00	\$3.25	\$86,839.50
3	608	4' Concrete Walk 6" Thick Replacemen ts (4' x 5' Panel)	4,803.00	SF	\$12.00	\$3.25	\$73,245.75
4	608	Curb Ramp, (ADA Compliant Reconfigurat ion)	63.00	EA	\$1,000.00	\$550.00	\$97,650.00
5	608	Miscellaneo us Concrete 6" Thick	120.93	SF	\$12.00	\$3.25	\$1,844.18
6	608	Miscellaneo us Concrete 4" Thick	602.79	SF	\$11.00	\$3.25	\$8,589.76
7	201	Tree Removal (includes Stump Grinding) 18" Diameter	50.00	EA	\$25.00	\$2,100.00	\$106,250.00
8	201	Tree Root Prune Per Sidewalk Panel 5' Length	32.00	EA	\$75.00	\$50.00	\$4,000.00
9	201	Tree	131.00	LF	\$200.00	\$100.00	\$39,300.00
							Total: \$566,108.49

Ref #	Item #	Description	Qty	Unit	Material	Labor	Extension
		Vegetation Removal/ Pruning					
10	SPEC	Sidewalk Grinding Per Sidewalk Panel	2,350.90	LF	\$20.00	\$17.00	\$86,983.30
11	807	Adjust Valve Box / Curb Box	5.00	EA	\$25.00	\$25.00	\$250.00
12	807	Replace Valve Box/ Curb Box	5.00	EA	\$100.00	\$10.00	\$550.00
13	201	Stump Grinding Only 18" Diameter	7.00	EA	\$15.00	\$30.00	\$315.00
14	SPEC	Professional Design Services- Curb Ramp Drawings (per curb ramp)	63.00	EA	\$0.00	\$850.00	\$53,550.00
							<b>Total: \$566,108.49</b>

BID FORM (ALTERNATE BID)

Ref #	Item #	Description	Qty	Unit	Material	Labor	Extension
Alternate: Owner-agency may award independently from entire bid. Component is not included in bid total. Alternates are not included in bid total.							
201	441	Asphalt finish patch in front of ADA ramps	42.00	SY	\$57.00	\$50.00	\$4,494.00
202	608	Curb Ramp, (Full ADA Compliant Reconfigurat ion)	42.00	EA	\$1,000.00	\$500.00	\$63,000.00
203	608	Grind Gutter Lip at ADA Ramp	6.00	EA	\$150.00	\$100.00	\$1,500.00
204	608	Remove & Replace Gutter at ADA Ramp	72.00	LF	\$35.00	\$40.00	\$5,400.00
205	608	Remove & Replace Landing at ADA Ramp	5.00	EA	\$250.00	\$200.00	\$2,250.00
206	608	Remove & Replace Curb Slope at ADA Ramp	1.00	EA	\$250.00	\$500.00	\$750.00
207	608	Remove & Restore Ramp Area	3.00	EA	\$250.00	\$750.00	\$3,000.00
208	SPEC	Professional Design Services- Curb Ramp Drawings (per curb ramp)	42.00	EA	\$0.00	\$850.00	\$35,700.00
						Alternate Total: \$116,094.00 Total:	

**Professional Pavement Services, LLC**  
**Balance Sheet**  
As of December 31, 2024

	Dec 31, 24
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
1001 - First Citizens Nat. Bank	54,632.71
1001.1 Payroll Account	50,862.34
1003 - IMS Barter Program	25,221.38
ADP P/R Clearing	501.85
Total Checking/Savings	131,218.28
Accounts Receivable	
1004 - Accounts Receivable	1,438,930.95
Total Accounts Receivable	1,438,930.95
Other Current Assets	284,445.56
Total Current Assets	1,854,594.79
Fixed Assets	7,119,410.63
<b>TOTAL ASSETS</b>	<b>8,974,005.42</b>
<b>LIABILITIES &amp; EQUITY</b>	
Liabilities	
Current Liabilities	
Accounts Payable	336,218.15
2000 Accounts Payable	
Total Accounts Payable	336,218.15
Credit Cards	
2001.1 Amex Platinum	29,614.87
2002 Credit Card AMEX 91004	386.95
2003 Credit Card Advance Auto	1,999.89
2004 Credit Card Englefield	-139.81
2005 Credit Card Lowes AMEX3006	6.61
2006 Credit Card Menards	9,990.67
Total Credit Cards	41,859.18
Other Current Liabilities	
2008 Payroll Liabilities	3,645.08

Professional Pavement Services, LLC  
**Balance Sheet**  
As of December 31, 2024

	Dec 31, 24
2022 Sales Tax Payable	4,278.56
2100 Member Loan to PPS	43,506.57
Inventory Offset Account	-10,190.10
<b>Total Other Current Liabilities</b>	<b>41,240.10</b>
<b>Total Current Liabilities</b>	<b>419,317.43</b>
<b>Long Term Liabilities</b>	
2300 - Automobiles	860,222.68
2400 Equipment	493,024.51
2600 - SBA Loan - 731	142,356.00
<b>Total Long Term Liabilities</b>	<b>1,495,603.19</b>
<b>Total Liabilities</b>	<b>1,914,920.62</b>
<b>Equity</b>	
3000 Members Draw	-1,990,816.32
3001 Members Equity	8,317,979.24
3002 Opening Balance Equity	42,178.71
3003 Prior Year Adjustment	-66,060.14
3004 Prior Year Adj. (Equip.)	292,291.33
Net Income	463,511.98
<b>Total Equity</b>	<b>7,059,084.80</b>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>8,974,005.42</b>

## MORTGAGE CENTER



**Misty L Hayden**  
VICE PRESIDENT BUSINESS DEVELOPMENT

NMLS # 520882

Office: 740-383-1200

Fax: 740-383-5399

Email: [mhayden@firstcitizensnational.com](mailto:mhayden@firstcitizensnational.com)

1240 Delaware Avenue

Marion, OH 43302







## **ADDENDUM # 1**

### **2025 SIDEWALK LOOKBACK PROGRAM, ST-1115**

1. The revised Notice to Bidders has been attached, please see page 10, Method of Award, 3a for the revised language.
2. The following Base Bid Form has been revised to:
  - Base Bid Ref#4 608 Curb Ramp, (ADA Compliant Reconfiguration) 63 EA
3. Bid Express Question 1: Ref#4 "Curb Ramp, (Truncated Dome Replacement): What is to be included with this item, there are no notes as to what this bid item should include

Answer: Please see Item 2 above. This description line has been renamed.

4. Bid Express Question 2: Ref#14# Professional Design Services-Curb Ramp Drawings (per curb ramp): Since there are only "Curb Ramp, (Truncated Dome Replacement) items on the Base bid portion of this project what should the professional design services company include for this bid item since this item is typically only replacing the ramp itself for an updated/repair of the truncated dome itself? No elevation changes are typically involved with this type of curb ramp installation.


Answer: Please see Item 2 above. This quantity line has been renamed.

5. Bid Express Question 3: Under the "Construction Material and Methods" notes within the specifications of this project there are notes stating that concrete curb ramps "shall be constructed in accordance with City of Columbus Standard Construction Drawings 2319, except as modified herein or as directed by the engineer." Is the contractor not already responsible for installation of a "Compliant Curb Ramp" based on these notes? What is the additional need for the "Professional Design Services" for the design of the curb ramps? This is a very common bid item for all municipalities and projects within the Columbus area and none of them have these requirements.

Answer: Please reference Appendix A-1 Supplemental Specifications for requirements listed under "Professional Field Surveying and Design." The contractor is responsible for construction of curb ramps in compliance with the specifications listed in Appendix A-1 Supplemental Specifications.

Please sign and upload a .pdf copy to the Additional Material Upload section located on Bid Express under the Contractor's Qualification Statement due on **April 24, 2025 @ 11:00 AM.**

**ADDENDUM # 1** is hereby acknowledged:

 Owner/CEO  
Signature and Title

Professional Pavement Services LLC.  
Company Name

4/18/2025  
Date

**Issued: April 18, 2025**



## **ADDENDUM # 2**

### **2025 SIDEWALK LOOKBACK PROGRAM, ST-1115**

1. Appendix C, Bid Bond and Contract Bond was missing from the Bid Attachment and is now part of this addendum.
2. Due to this revision, the bid opening date will be moved to May 1, 2025 at 11am.

Please sign and upload a .pdf copy to the Additional Material Upload section located on Bid Express under the Contractor's Qualification Statement due on **May 1, 2025 @ 11:00 AM.**

**ADDENDUM # 2** is hereby acknowledged:

Matthew King Owner/CEO  
Signature and Title

Professional Pavement Services  
Company Name

4/24/2024  
Date

**Issued: April 23, 2025**

# BID GUARANTY AND CONTRACT BOND

(SECTION 153.571 OHIO REVISED CODE)

KNOW ALL MEN BY THESE PRESENTS, That we, the undersigned  
Professional Pavement Services LLC

(Name)

152 Troutman Rd, Delaware, OH 43015

(Address)

as Principal and The Ohio Casualty Insurance Company as surety, are hereby held and firmly bound unto  
City of Gahanna

as Oblige in the penal sum of the dollar amount of the bid submitted by the Principal to the Oblige on April 24, 2025

to undertake the project known as: 2025 Sidewalk Lookback Maintenance Program, ST-1115

The penal sum referred to herein shall be the dollar amount of the Principal's bid to the Oblige, incorporating any additive or deductive alternate proposals made by the Principal on the date referred to above to the Oblige, which are accepted by the Oblige. In no case shall the penal sum exceed the amount of Five Hundred and Sixty-Six Thousand

dollars

(If the above is left blank, the penal sum will be the full amount of the Principal's bid, including alternates. Alternatively, if completed, the amount stated must not be less than the full amount of the bid, including alternates, in dollars and cents. A percentage is not acceptable.) For the payment of the penal sum well and truly to be made, we hereby jointly and severally bind ourselves, our heirs, executors, administrators, successors and assigns.

THE CONDITION OF THE ABOVE OBLIGATION IS SUCH, that whereas the above named Principal has submitted a bid on the above referred project;

NOW, THEREFORE, if the Oblige accepts the bid of the Principal and the Principal fails to enter into a proper contract in accordance with the bid, plans, details, specifications and bills of material; and in the event the Principal pays to the Oblige the difference not to exceed ten percent of the penalty hereof between the amount specified in the bid and such larger amount for which the Oblige may in good faith contract with the next lowest bidder to perform the work covered by the bid; or in the event the Oblige does not award the contract to the next lowest bidder and resubmits the project for bidding, the Principal will pay the Oblige the difference not to exceed ten percent of the penalty hereof between the amount specified in the bid, or the costs, in connection with the resubmission, of printing new contract documents, required advertising and printing and mailing notices to prospective bidders, whichever is less, then this obligation shall be void, otherwise to remain in full force and effect. If the Oblige accepts the bid of the Principal and the Principal within ten days after the awarding of the contract, enters into a proper contract in accordance with the bid, plans, details, specifications and bills of material, which said contract is made a part of this bond the same as though set forth herein; and

IF THE SAID Principal shall well and faithfully perform each and every condition of such contract; and indemnify the Oblige against all damage suffered by failure to perform such contract according to the provisions thereof and in accordance with the plans, details, specifications, and bills of material therefor; and shall pay all lawful claims of subcontractors, materialmen, and laborers, for labor performed and materials furnished in the carrying forward, performing, or completing of said contract; we agreeing and assenting that this undertaking shall be for the benefit of any materialman or laborer having a just claim, as well as for the Oblige herein; then this obligation shall be void, otherwise the same shall remain in full force and effect; it being expressly understood and agreed that the liability of the Surety for any and all claims hereunder shall in no event exceed the penal amount of this obligation as herein stated.

THE SAID Surety hereby stipulates and agrees that no modifications, omissions, or additions, in or to the terms of said contract or in or to the plans and specifications therefore shall in any wise affect the obligations of said Surety on this bond, and it does hereby waive notice of any such modifications, omissions or additions to the terms of the contract or to the work or to the specifications.

SIGNED, SEALED AND DATED April 24, 2025

PRINCIPAL:

SURETY:

Professional Pavement Services LLC

The Ohio Casualty Insurance Company

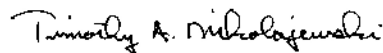
By:



Title:

Owner/CEO

By:



Timothy A. Mikolajewski

Attorney-in-Fact

SEC. 9.32 REQUIRES AWARDED AUTHORITIES, SIMULTANEOUSLY WITH NOTICE OF AWARD TO CONTRACTOR, TO GIVE WRITTEN NOTICE TO SURETY AND AGENT.

SURETY COMPANY ADDRESS:

The Ohio Casualty Insurance Company

175 Berkeley Street, Boston, Massachusetts 02116

SURETY AGENT'S ADDRESS

VERNE HART INSURANCE AGCY INC

324 E CENTER ST, MARION, OH 43302-4102





# POWER OF ATTORNEY

The Ohio Casualty Insurance Company

Principal: Professional Pavement Services LLC

Agency Name: VERNE HART INSURANCE AGCY INC

Bond Number: BID-0029140

Obligee: City of Gahanna

Bid Bond Amount: ( 100% of Bid Amount ) One Hundred Percent of Bid Amount

**KNOW ALL PERSONS BY THESE PRESENTS:** that The Ohio Casualty Insurance Company, a corporation duly organized under the laws of the State of New Hampshire (herein collectively called the "Company"), pursuant to and by authority herein set forth, does hereby name, constitute and appoint **Timothy A. Mikolajewski** in the city and state of **Seattle, WA**, each individually if there be more than one named, its true and lawful attorney-in-fact to make, execute, seal, acknowledge and deliver, for and on its behalf as surety and as its act and deed, any and all undertakings, bonds, recognizances and other surety obligations, in pursuance of these presents and shall be as binding upon the Companies as if they have been duly signed by the president and attested by the secretary of the Company in their own proper persons.

**IN WITNESS WHEREOF**, this Power of Attorney has been subscribed by an authorized officer or official of the Company and the corporate seal of the Company has been affixed thereto this 24th day of April, 2025.



The Ohio Casualty Insurance Company

By:

Nathan J. Zangerle, Assistant Secretary

STATE OF PENNSYLVANIA ss  
COUNTY OF MONTGOMERY

On this 24th day of April, 2025, before me personally appeared Nathan J. Zangerle, who acknowledged himself to be the Assistant Secretary of The Ohio Casualty Insurance Company and that he, as such, being authorized so to do, execute the foregoing instrument for the purposes therein contained by signing on behalf of the corporations by himself as duly authorized officer.

**IN WITNESS WHEREOF**, I have hereunto subscribed my name and affixed my notarial seal at Plymouth Meeting, Pennsylvania, on the day and year first above written.



Commonwealth of Pennsylvania - Notary Seal  
Teresa Pastella, Notary Public  
Montgomery County  
My commission expires March 28, 2029  
Commission number 1126044  
Member, Pennsylvania Association of Notaries

By:

Teresa Pastella, Notary Public

This Power of Attorney is made and executed pursuant to and by authority of the following By-law and Authorizations of The Ohio Casualty Insurance Company, which is now in full force and effect reading as follows:

## ARTICLE IV – OFFICERS: Section 12. Power of Attorney.

Any officer or other official of the Corporation authorized for that purpose in writing by the Chairman or the President, and subject to such limitation as the Chairman or the President may prescribe, shall appoint such attorneys-in-fact, as may be necessary to act in behalf of the Corporation to make, execute, seal, acknowledge and deliver as surety any and all undertakings, bonds, recognizances and other surety obligations. Such attorneys-in-fact, subject to the limitations set forth in their respective powers of attorney, shall have full power to bind the Corporation by their signature and executed, such instruments shall be as binding as if signed by the President and attested to by the Secretary. Any power or authority granted to any representative or attorney-in-fact under the provisions of this article may be revoked at any time by the Board, the Chairman, the President or by the officer or officers granting such power or authority.

**Certificate of Designation** – The President of the Company, acting pursuant to the Bylaws of the Company, authorizes Nathan J. Zangerle, Assistant Secretary to appoint such attorneys-in-fact as may be necessary to act on behalf of the Company to make, execute, seal, acknowledge and deliver as surety any and all undertakings, bonds, recognizances and other surety obligations.

**Authorization** – By unanimous consent of the Company's Board of Directors, the Company consents that facsimile or mechanically reproduced signature or electronic signatures of any assistant secretary of the Company or facsimile or mechanically reproduced or electronic seal of the Company, wherever appearing upon a certified copy of any power of attorney or bond issued by the Company in connection with surety bonds, shall be valid and binding upon the Company with the same force and effect as though manually affixed.

I, Renee C. Llewellyn, the undersigned, Assistant Secretary, of The Ohio Casualty Insurance Company do hereby certify that this power of attorney executed by said Company is in full force and effect and has not been revoked.

**IN TESTIMONY WHEREOF**, I have hereunto set my hand and affixed the seals of said Company this 24th day of April, 2025.



By:

Renee C. Llewellyn, Assistant Secretary



**LIBERTY MUTUAL INSURANCE COMPANY**  
**FINANCIAL STATEMENT – DECEMBER 31, 2023**

Assets	Liabilities
Cash and Bank Deposits.....\$1,850,245,073.00	Unearned Premiums..... \$10,298,963,305.00
*Bonds – U.S Government.....\$3,859,565,383.00	Reserve for Claims and Claims Expense..... \$28,848,537,243.00
*Other Bonds.....\$21,048,805,773.00	Funds Held Under Reinsurance Treaties..... \$360,714,151.00
*Stocks.....\$19,937,271,802.00	Reserve for Dividends to Policyholders ..... \$1,310,198.00
Real Estate.....\$122,228,711.00	Additional Statutory Reserve ..... \$296,126,000.00
Agents' Balances or Uncollected Premiums...\$8,208,660,427.00	Reserve for Commissions, Taxes and Other Liabilities ..... \$7,622,413,466.63
Accrued Interest and Rents.....\$186,906,667.00	<b>Total ..... \$47,428,064,363.63</b>
Other Admitted Assets.....\$15,677,869,683.63	Special Surplus Funds ..... \$209,508,757.00
<b>Total Admitted Assets ..... \$70,891,553,519.63</b>	Capital Stock..... \$10,000,075.00
	Paid in Surplus..... \$13,834,867,488.00
	Unassigned Surplus..... \$9,409,112,836.00
	Surplus to Policyholders ..... \$23,463,489,156.00
	<b>Total Liabilities and Surplus..... \$70,891,553,519.63</b>

\* Bonds are stated at amortized or investment value; Stocks at Association Market Values.

The foregoing financial information is taken from Liberty Mutual Insurance Company's financial statement filed with the Massachusetts Department of Insurance.

I, TIM MIKOLAJEWSKI, Assistant Secretary of Liberty Mutual Insurance Company, do hereby certify that the foregoing is a true, and correct statement of the Assets and Liabilities of said Corporation, as of December 31, 2023, to the best of my knowledge and belief.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of said Corporation at Seattle, Washington, this 8th day of March, 2024.



*Timothy A. Mikolajewski*

Timothy A. Mikolajewski, Assistant Secretary

Effective Date: March 1, 1920

Expiration Date: April 1, 2025

**State of Ohio**  
**Department of Insurance**  
*Certificate of Authority*

This is to Certify, that

**OHIO CASUALTY INSURANCE COMPANY**

NAIC No. 24074

is authorized in Ohio to transact the business of insurance as defined in the following section(s) of the Ohio Revised Code:

**Section 3929.01 (A)**

Allied Lines	Accident & Health
Boiler & Machinery	Ocean Marine
Burglary & Theft	Other Accident only
Commercial Auto - Liability	Other Liability
Commercial Auto - No Fault	Private Passenger Auto - Liability
Commercial Auto - Physical Damage	Private Passenger Auto - No Fault
Earthquake	Private Passenger Auto - Physical Damage
Fidelity	Surety
Fire	Workers Compensation
Glass	
Group Accident & Health	
Guaranteed Renewable A & H	
Inland Marine	
Medical Malpractice	
Multiple Peril - Commercial	
Multiple Peril - Farmowners	
Multiple Peril - Homeowners	

This Certificate of Authority is subject to the laws of the State of Ohio.



**Mike DeWine, Governor**

*Judith L. French*

*Judith French, Director*

# **APPENDIX D**

Detail Sheets  
Sidewalk Lookback Maintenance  
Program Maps



## 2025 Sidewalk Lookback Overall Program Totals

Ref #	Item #	Description	Unit	QTY Totals
1	441	Asphalt Finish Patch in front of ADA Ramps	SY	63
2	608	4' Concrete Walk 4" Thick Replacements (4' x 5' Panel)	SF	6094
3	608	4' Concrete Walk 6" Thick Replacements (4' x 5' Panel)	SF	4803
4	608	Curb Ramp, (ADA Compliant Reconfiguration)	EA	63
5	608	Miscellaneous Concrete 6" Thick	SF	120.93
6	608	Miscellaneous Concrete 4" Thick	SF	602.79
7	201	Tree Removal (includes Stump Grinding) 18" Diameter	EA	50
8	201	Tree Root Prune Per Sidewalk Panel 5' Length	EA	32
9	201	Tree Vegetation Removal/Pruning	LF	131
10	SPEC	Sidewalk Grinding Per Sidewalk Panel	LF	2,350.90
11	807	Adjust Valve Box / Curb Box	EA	5
12	807	Replace Valve Box/Curb Box	EA	5
13	201	Stump Grinding Only 18" Diameter	EA	7
14	SPEC	Professional Design Services-Curb Ramp Drawings (per curb ramp)	EA	63

Street Name

From:

To:

**Caro PI**

Caroway Blvd

End of Court

**Caswell Dr**

Buttonwood Ct

Schillingwood Dr

[illegible]

Street Name

From:

To:

Chilton PI

Skinner Ave

End of Court

Dellfield Ln

Caroway Blvd

## End of Court

Harmony Ct

Helmbright Dr

End of Court

Type			
Ref #	Item #	Description	Unit
1	441	Asphalt finish patch in front of ADA ramps	SY
2	608	4' concrete walk 4" thick replacements (4' x 5' panel)	SF
3	608	4' concrete walk 6" thick replacements (4' x 5' panel)	SF
4	608	Curb Ramp, (Truncated Dome Replacement)	EA
5	608	Curb Ramp, (ADA Compliant Reconfiguration)	EA
6	608	Misc Concrete 6" thick	SF
7	608	Misc Concrete 4" thick	SF
8	608	5' x 5' Concrete Walk 6" replacement (panels within drives & adjacent transition panels)	SF
9	608	5' x 5' Concrete walk 4" replacement (panels beyond driveway transition panels)	SF
10	SPEC	Tree Removal (includes stump grinding)	EA
11	SPEC	Tree Root Prune per sidewalk panel	EA
12	SPEC	Tree Veg Removal/Pruning	LF
13	SPEC	Sidewalk Grinding per sidewalk panel	LF
14	807	Adjust Valve Box / Curb Box	EA
15	807	Replace Valve Box/Curb Box	EA
16	SPEC	New sign	EA
17	SPEC	Vegetation in joint removal	LF
18	SPEC	Stump Grinding ONLY	EA
19	SPEC	Professional Design Services-Curb Ramp Drawings (per curb ramp)	EA

Street Name

From:

To:

Harmony Dr

Helbright Dr

Shady Springs Dr

Havelock Ct

Beaverbrook Dr

## End of Court

Helmbright Dr

leaflock Ct

Tamara Dr N

Type			
Ref #	Item #	Description	Unit
1	441	Asphalt finish patch in front of ADA ramps	SY
2	608	4' concrete walk 4" thick replacements (4' x 5' panel)	SF
3	608	4' concrete walk 6" thick replacements (4' x 5' panel)	SF
4	608	Curb Ramp, (Truncated Dome Replacement)	EA
5	608	Curb Ramp, (ADA Compliant Reconfiguration)	EA
6	608	Misc Concrete 6" thick	SF
7	608	Misc Concrete 4" thick	SF
8	608	5' x 5' Concrete Walk 6" replacement (panels within drives & adjacent transition panels)	SF
9	608	5' x 5' Concrete walk 4" replacement (panels beyond driveway transition panels)	SF
10	SPEC	Tree Removal (includes stump grinding)	EA
11	SPEC	Tree Root Prune per sidewalk panel	EA
12	SPEC	Tree Veg Removal/Pruning	LF
13	SPEC	Sidewalk Grinding per sidewalk panel	LF
14	807	Adjust Valve Box / Curb Box	EA
15	807	Replace Valve Box/Curb Box	EA
16	SPEC	New sign	EA
17	SPEC	Vegetation in joint removal	LF
18	SPEC	Stump Grinding ONLY	EA
19	SPEC	Professional Design Services-Curb Ramp Drawings (per curb ramp)	EA

Sidewalk	
Quantity	Total
2	
509	
373	
2	
12	
76	
2	

Sidewalk	
Quantity	Total
2	
188	
140	
2	
44	
2	

Sidewalk	
Quantity	Total
16	
672	
892	
16	
12	
168	
16	

Street Name

From:

To:

Hunters Glen Dr

Helmbright Dr

Beaverbrook Dr

Newton Ct

Emory St

End of Court

## Rocky Fork Ct

Rocky Fork Blvd

## End of Court

[illegible]

Street Name

From:

To:

Schillingwood Dr

Helmbright Dr

Caswell Dr

Shady Springs Dr

Beaverbrook Dr

Harmony Dr

Tabon Ct

Dellfield Way

## End of Court

[illegible]



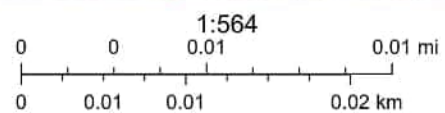


# Beaverbrook Ct Ramp Map



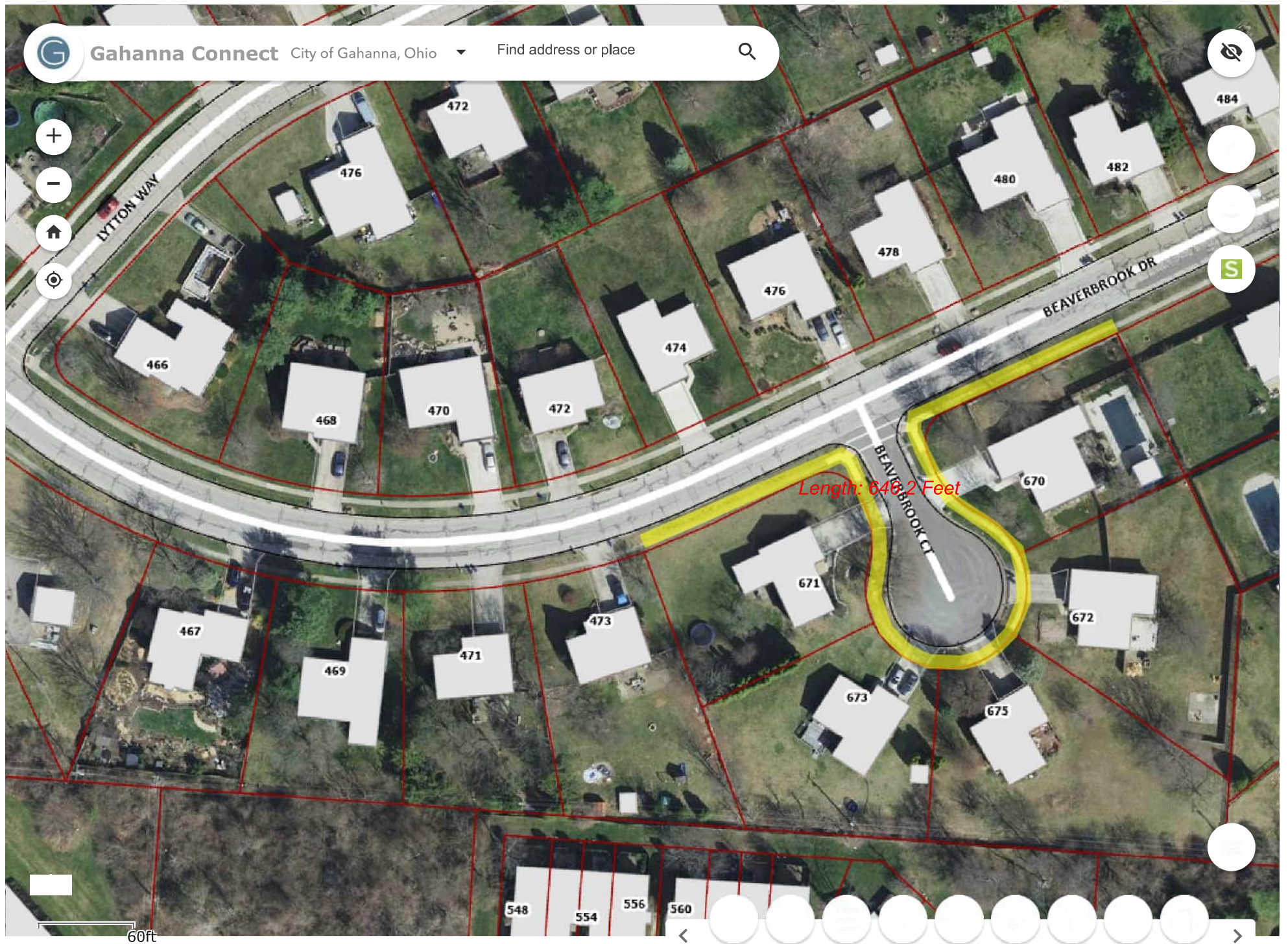
1/27/2025, 9:14:02 AM

- |  |   |
|--|---|
|  Streets    |  SecondaryTransportation |
|  Tax Parcel |  Pavement                |
|  |  Building Footprints     |





# Beaverbrook Ct Sidewalk Map



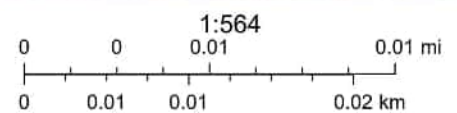


# Caro PI Ramp Map



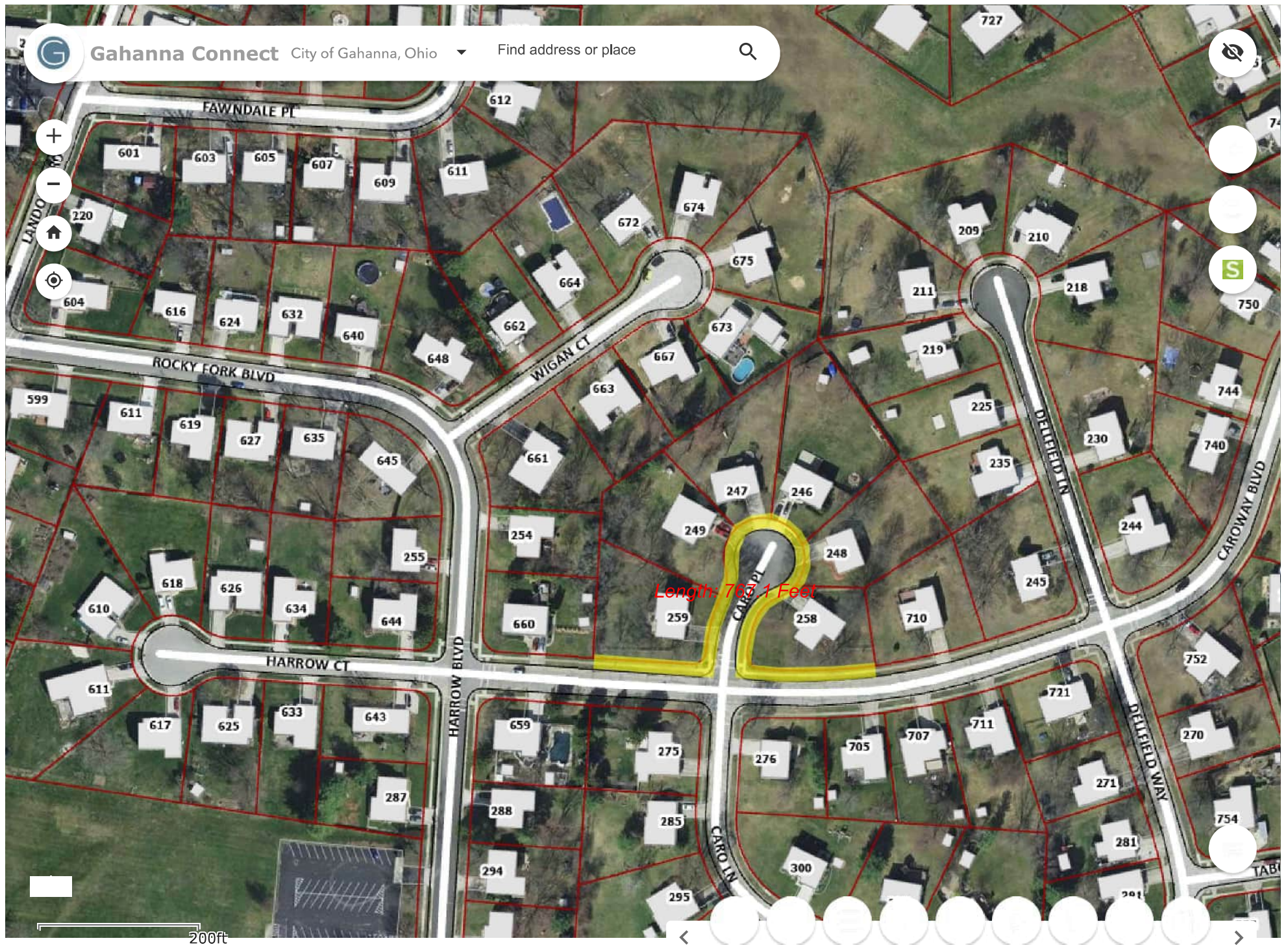
1/27/2025, 9:50:06 AM

- |   |  |
|---|--|
|  Streets             |  Secondary Transportation |
|  Tax Parcel          |  Building Footprints      |
|  LBRS Site Addresses |  Pavement                 |





# Caro PI Sidewalk Map



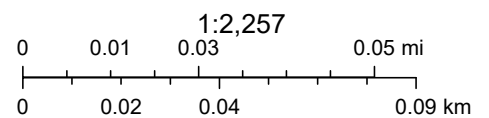


# Caswell Dr ADA Ramp Map



2/5/2025, 7:20:08 AM

- Streets
- Secondary Transportation
- LBRS Site Addresses
- Pavement
- Original Lot Lines
- Building Footprints
- Tax Parcel

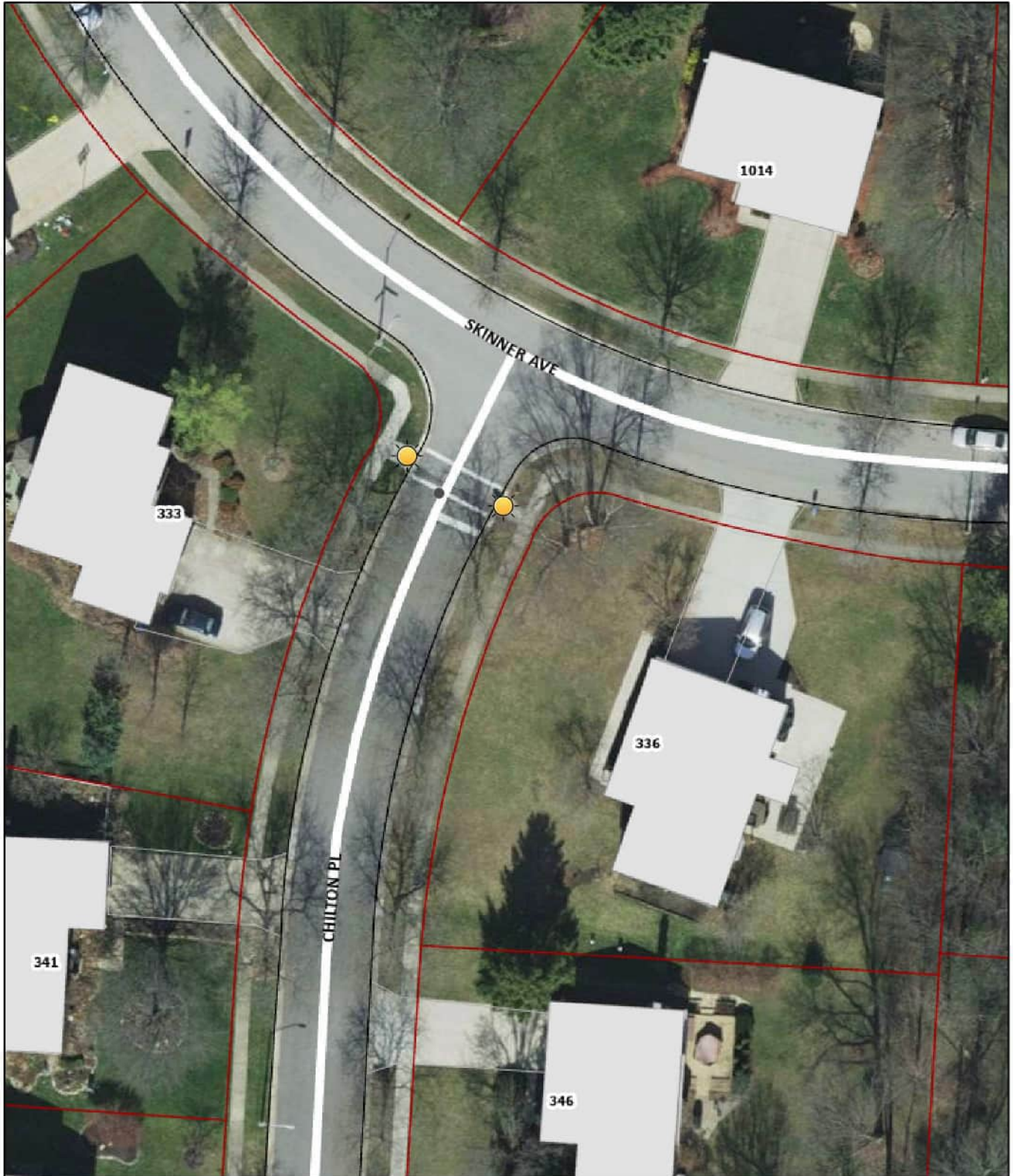






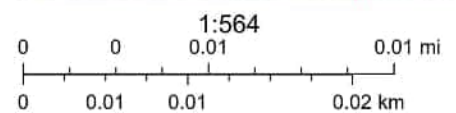


# Chilton PI Ramp Map



1/27/2025, 10:20:25 AM

- |   |   |
|---|---|
|  Streets             |  SecondaryTransportation |
|  LBRS Site Addresses |  Pavement                |
|  Tax Parcel          |  Building Footprints     |





# Chilton PI Sidewalk Map



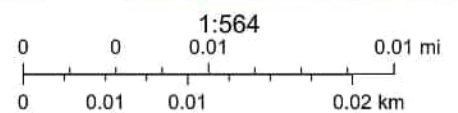


# Dellfield Ln Ramp Map



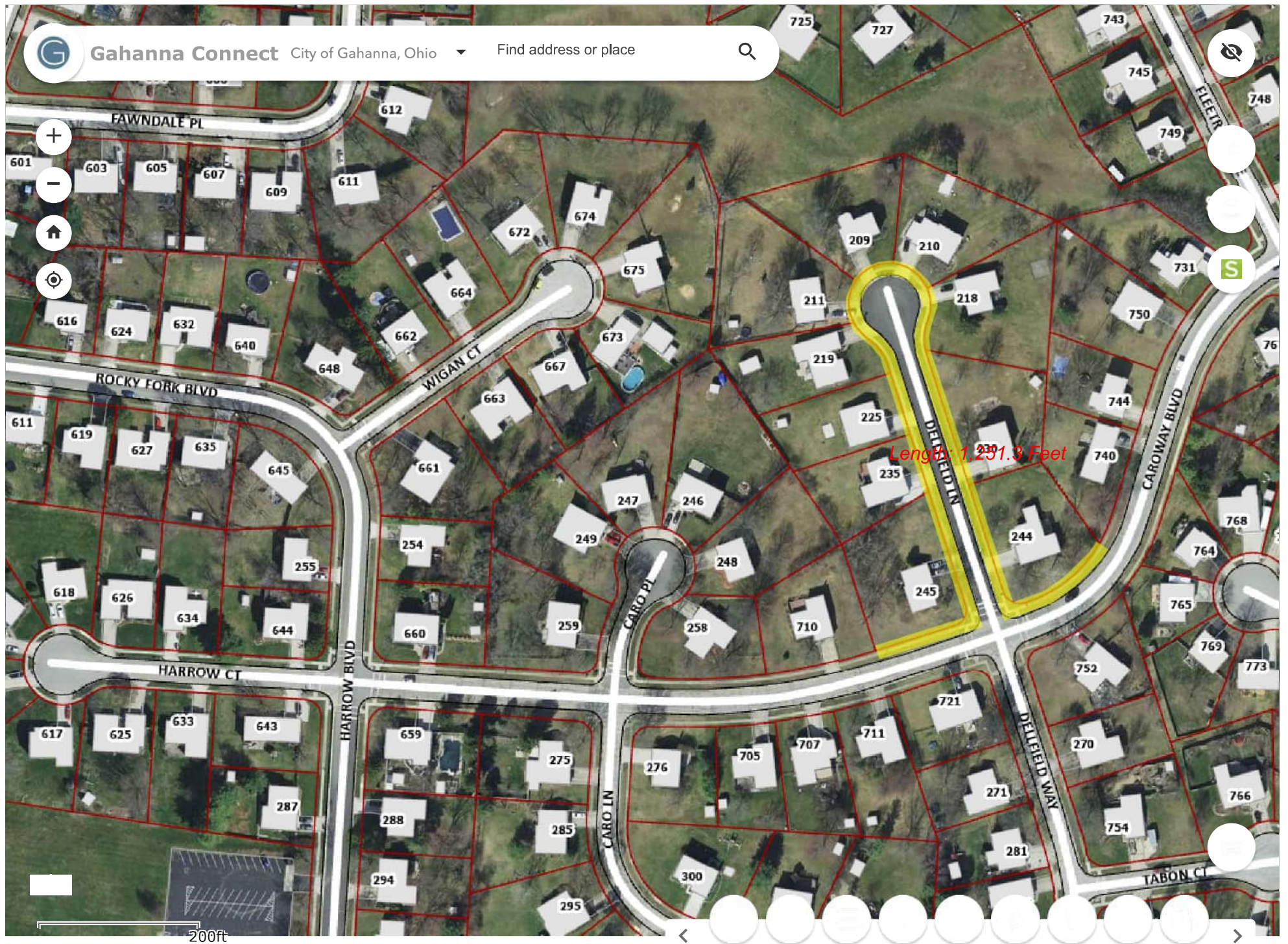
1/27/2025, 10:23:24 AM

- |   |  |
|---|--|
|  Streets             |  Secondary Transportation |
|  LBRS Site Addresses |  Pavement                 |
|  Tax Parcel          |  Building Footprints      |



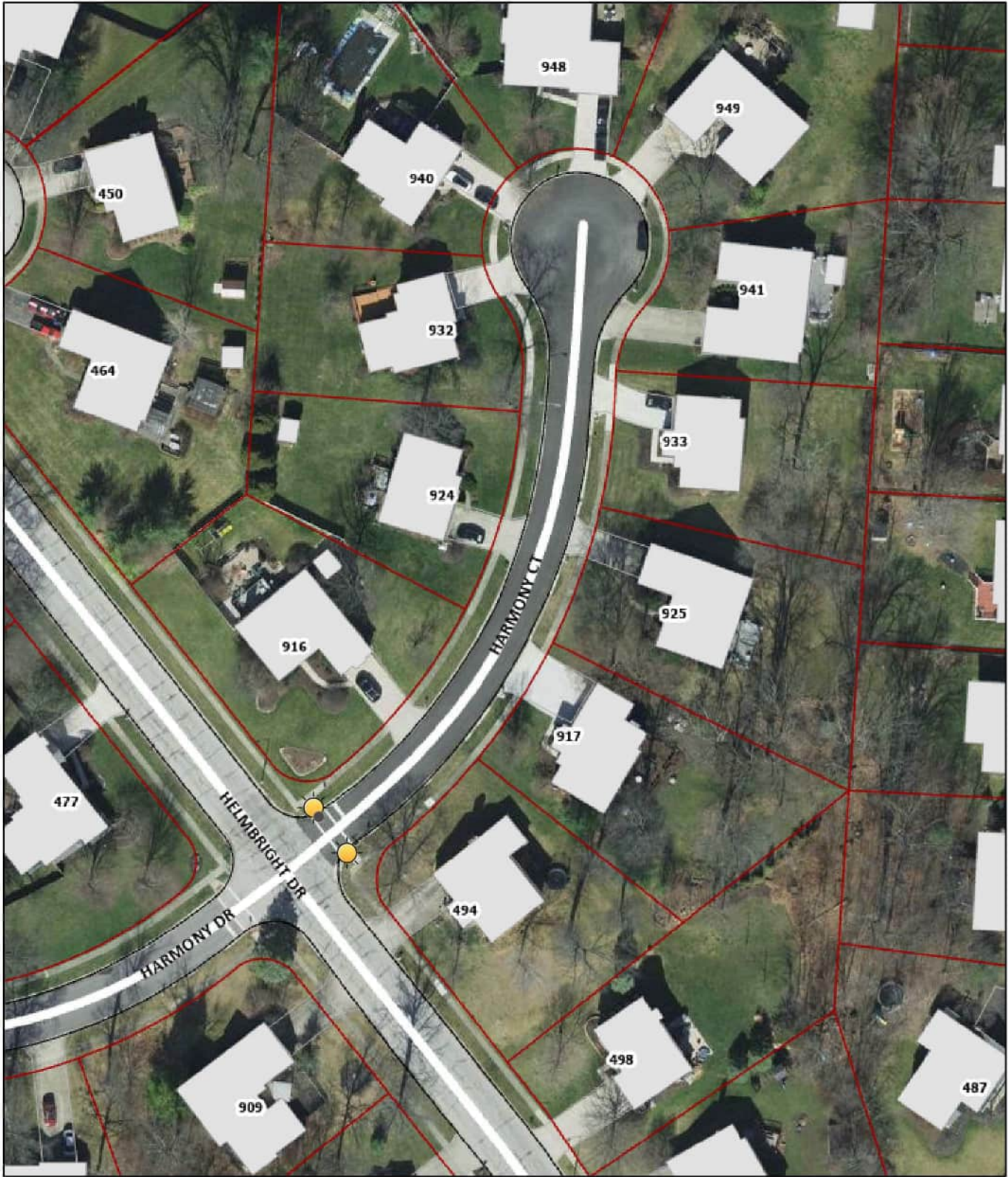


# Dellfield Ln Sidewalk Map





# Harmony Ct Ramp Map



1/27/2025, 10:30:24 AM

- 

Streets
- 

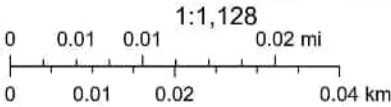
SecondaryTransportation
- 

Tax Parcel
- 

Pavement
- 

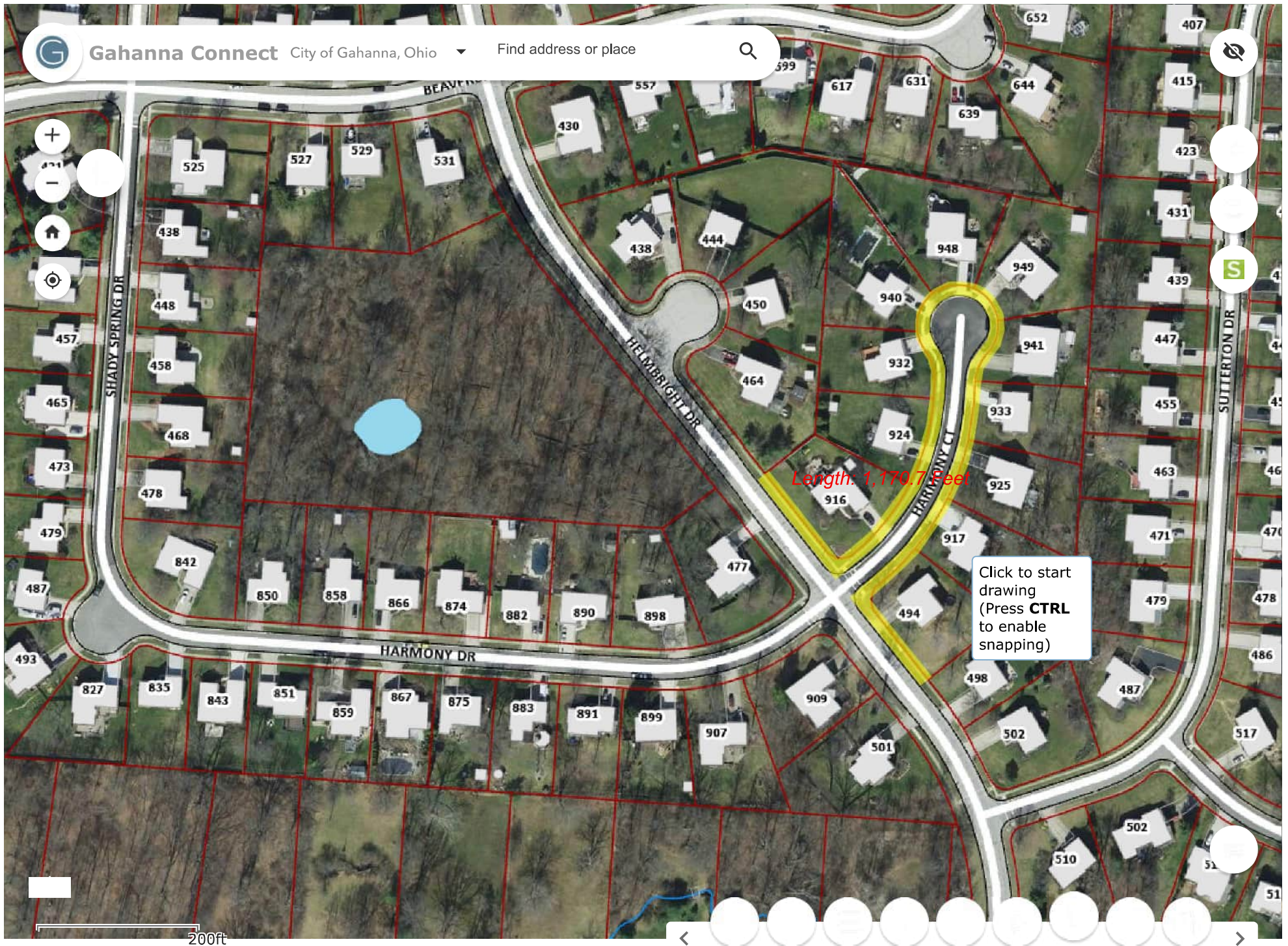
Building Footprints
- 

LBRS Site Addresses





# Harmony Ct Sidewalk Map





Harmony Dr Ramp Map



1/27/2025, 10:36:04 AM

- 

Streets
- 

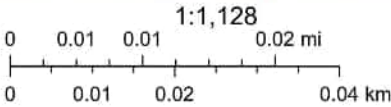
Secondary Transportation
- 

Tax Parcel
- 

Building Footprints
- 

Pavement
- 

LBRS Site Addresses





Harmony Dr Sidewalk Map





Havelock Ct Ramp Map



1/27/2025, 10:37:58 AM

- 

Streets
- 

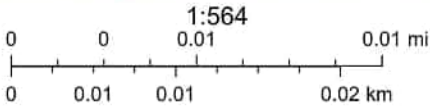
SecondaryTransportation
- 

Tax Parcel
- 

Pavement
- 

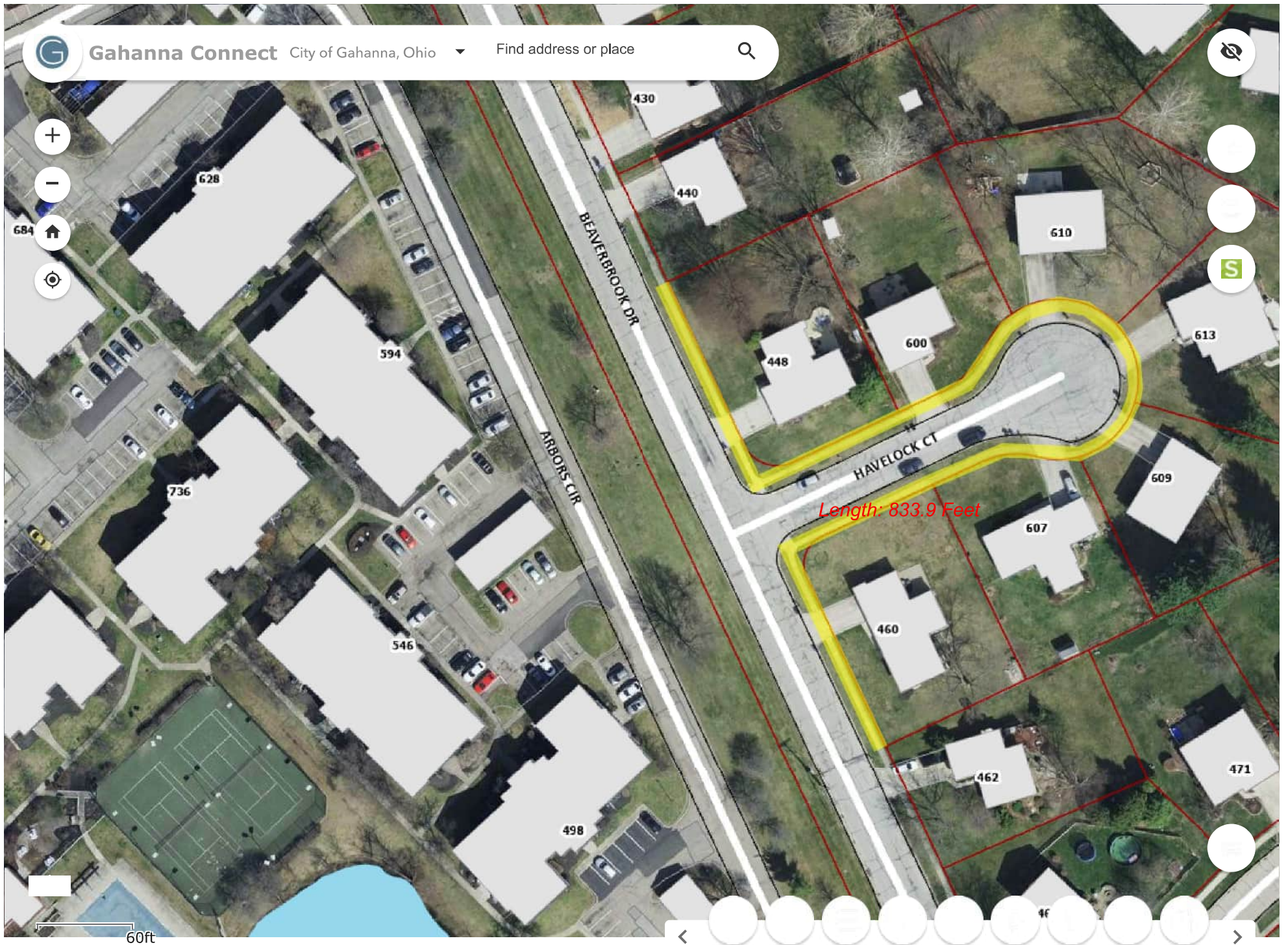
Building Footprints
- 

LBRS Site Addresses





# Havelock Ct Sidewalk Map



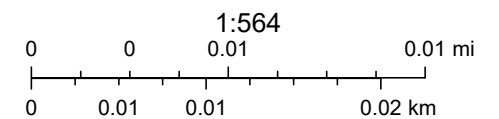


# Helmbright/Helmbright Ct Ramp Map



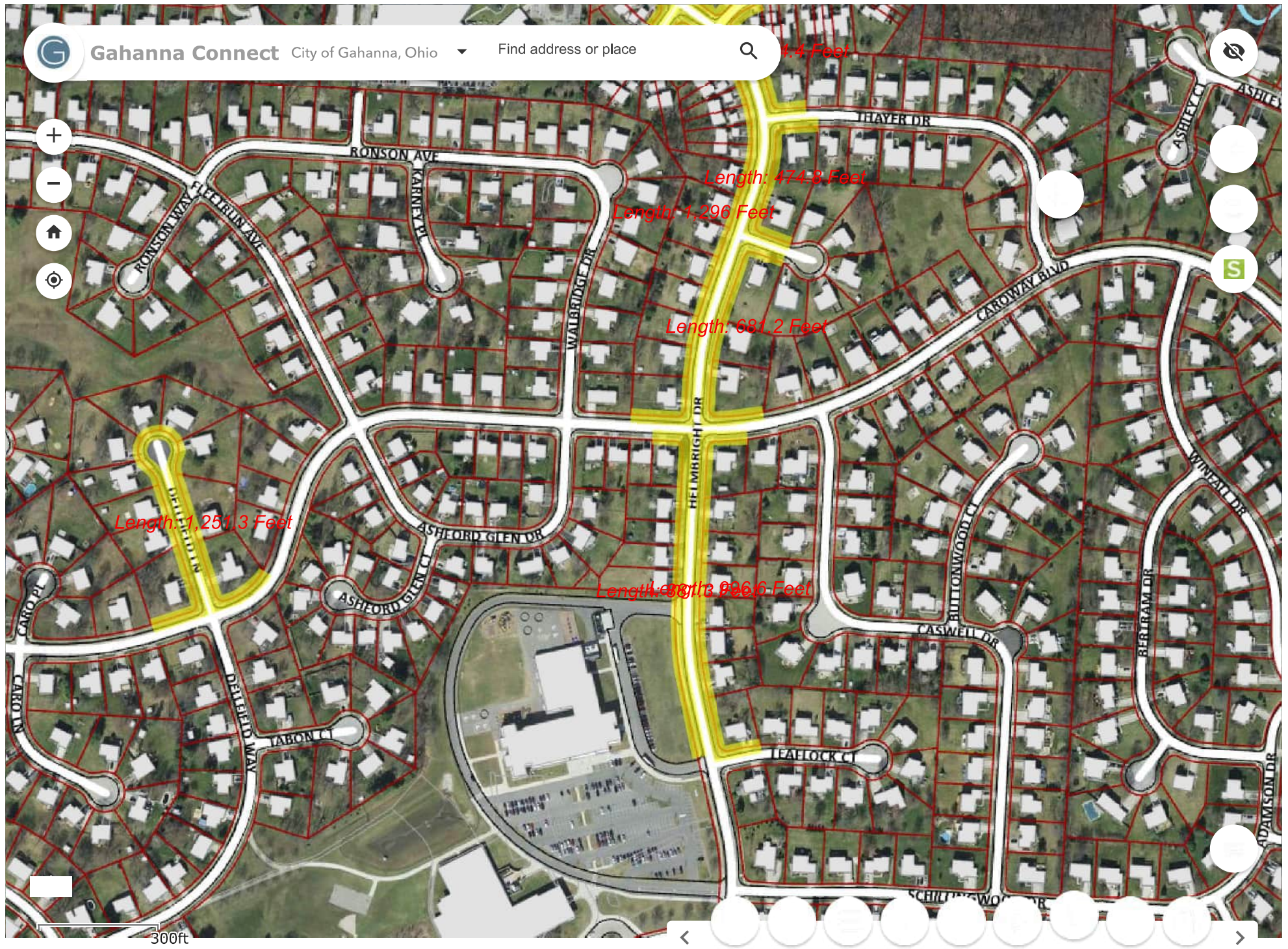
2/5/2025, 10:08:51 AM

- |                     |                          |                     |
|---------------------|--------------------------|---------------------|
| Streets             | Tax Parcel               | Pavement            |
| LBRS Site Addresses | Secondary Transportation | Building Footprints |





# Helmbright Dr Sidewalk Map 1







# Helmbright Dr Sidewalk Map 2



Gahanna Connect

City of Gahanna, Ohio

Find address or place



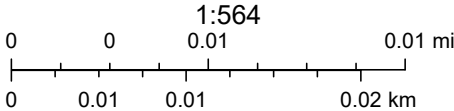


Helmbright/Caroway Ramp Map



2/5/2025, 10:03:44 AM

- Streets
- Tax Parcel
- Pavement
- LBRS Site Addresses
- SecondaryTransportation
- Building Footprints









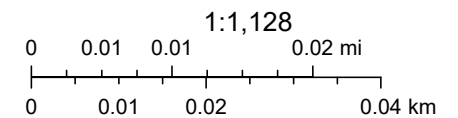


# Helmbright/Leaflock Ct Ramp Map



2/5/2025, 9:50:25 AM

- |  |                    |   |                          |  |                     |
|--|--------------------|---|--------------------------|--|---------------------|
|  | Streets            |  | Tax Parcel               |  | Building Footprints |
|  | Original Lot Lines |  | Secondary Transportation |   | Pavement            |









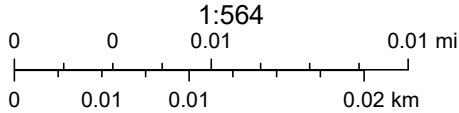


Helmbright/Thayer Ramp Map



2/5/2025, 10:28:45 AM

-  Streets
-  Tax Parcel
-  Pavement
-  LBR Site Addresses
-  SecondaryTransportation
-  Building Footprints



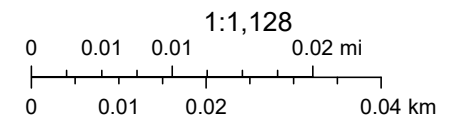


# Helmbright/Tamara Ramp Map



2/5/2025, 10:42:24 AM

- Streets
- Tax Parcel
- Pavement
- LBRS Site Addresses
- SecondaryTransportation
- Building Footprints





# Hunter's Glen Dr Sidewalk Map



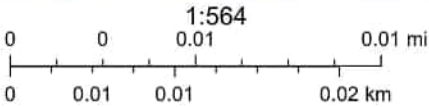


Hunter's Glen Dr Ramp Map



1/27/2025, 12:18:52 PM

- |   |   |
|---|---|
|  Streets             |  SecondaryTransportation |
|  Tax Parcel          |  Building Footprints     |
|  LBRS Site Addresses |  Pavement                |









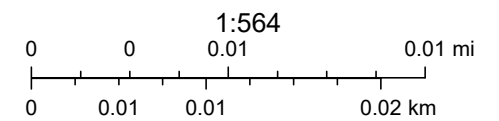


# Newton Ct Ramp Map



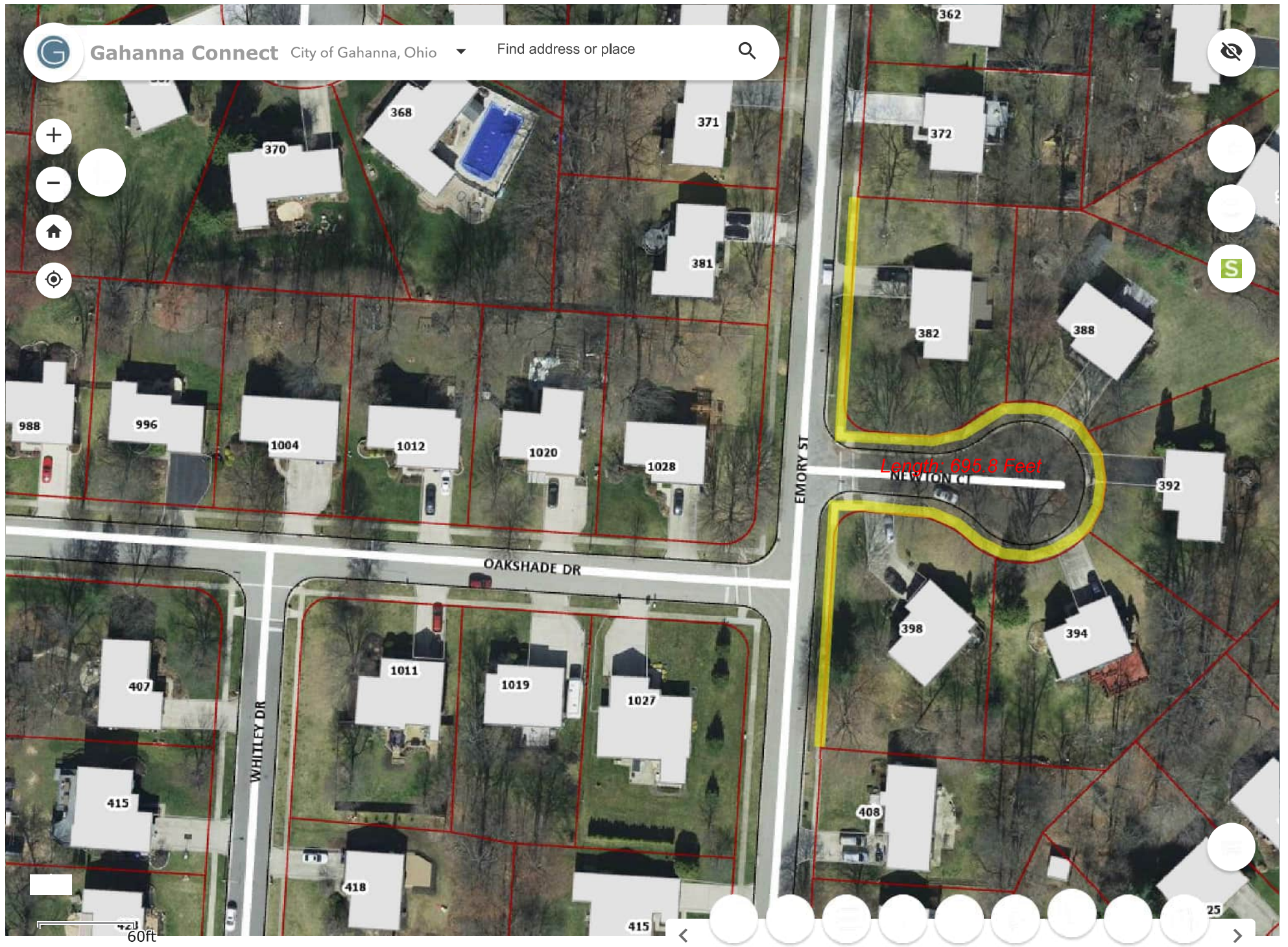
2/5/2025, 9:26:46 AM

-  Streets
-  Tax Parcel
-  Pavement
-  Building Footprints
-  LBRs Site Addresses
-  Secondary Transportation





# Newton Ct Sidewalk Map



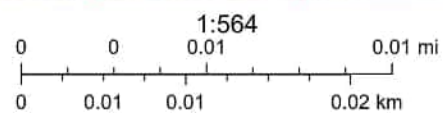


# Rocky Fork Ct Ramp Map



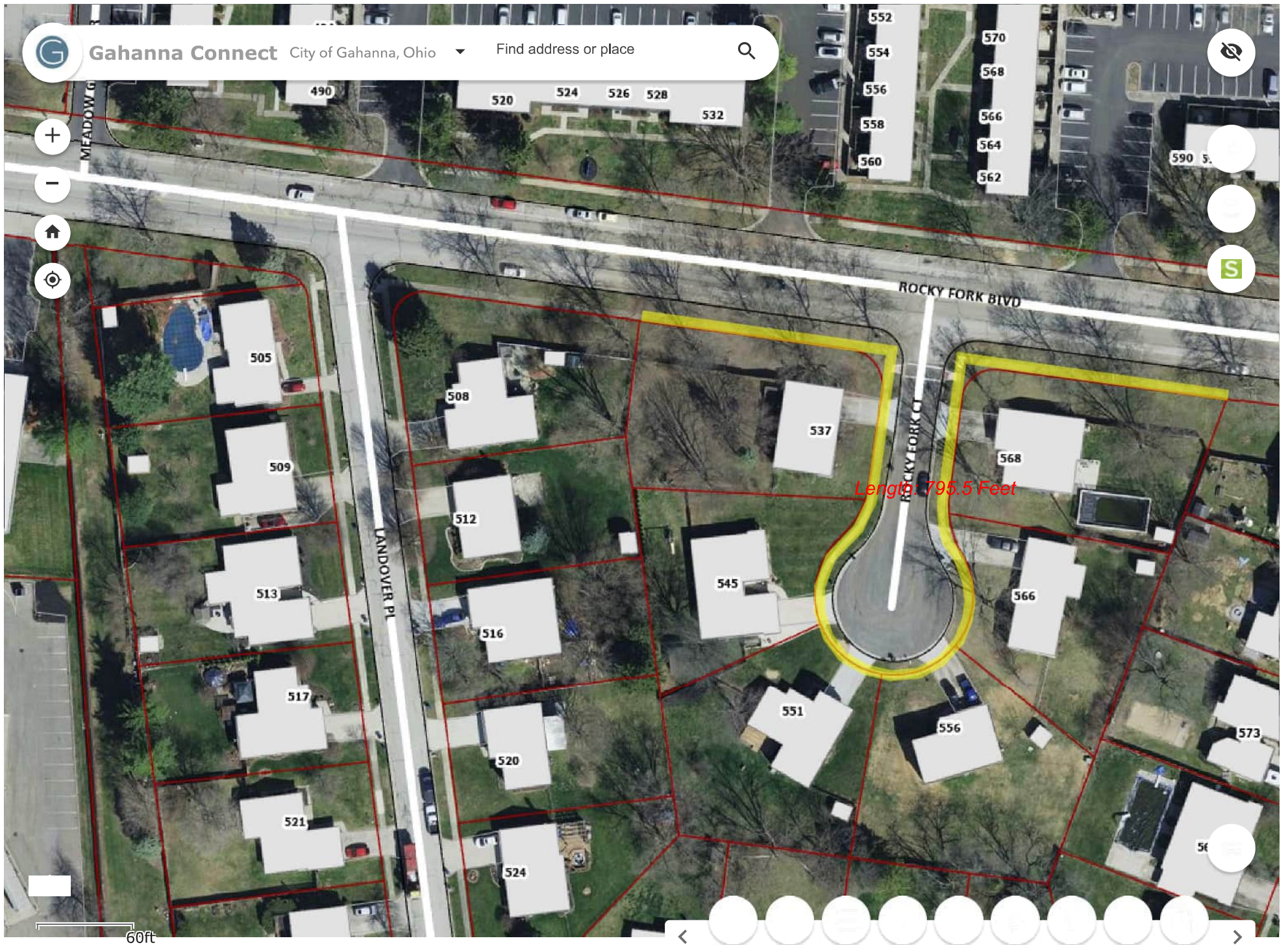
1/27/2025, 12:23:20 PM

- |   |  |
|---|--|
|  Streets             |  Secondary Transportation |
|  Tax Parcel          |  Building Footprints      |
|  LBRS Site Addresses |  Pavement                 |





# Rocky Fork Ct Sidewalk Map



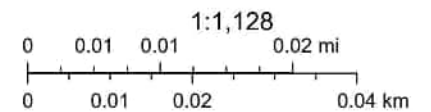


# Schillingwood Dr Ramp Map



1/27/2025, 12:29:03 PM

- Streets
- Tax Parcel
- Pavement
- LBRS Site Addresses
- Secondary Transportation
- Building Footprints





# Schillingwood Dr Sidewalk Map

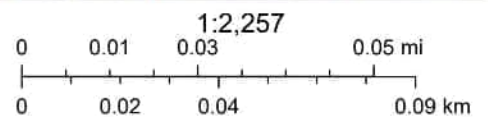




# Shady Spring Dr



1/27/2025, 12:42:32 PM



- Streets
- Secondary Transportation
- LBRS Site Addresses
- Pavement
- Tax Parcel
- Building Footprints
- Waterbodies



# Shady Springs Dr Sidewalk Map



Do Not Perform Work

200ft



# Tabon Ct



1/27/2025, 12:45:28 PM

1:1,128  
0 0.01 0.01 0.02 mi  
0 0.01 0.02 0.04 km

- |                     |                          |
|---------------------|--------------------------|
| Streets             | Secondary Transportation |
| LBRS Site Addresses | Pavement                 |
| Tax Parcel          | Building Footprints      |



# Tabon Ct Sidewalk Map



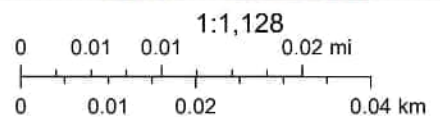


# Tamara Dr S



1/27/2025, 12:47:48 PM

- Streets
- Secondary Transportation
- LBRS Site Addresses
- Pavement
- Original Lot Lines
- Building Footprints
- Tax Parcel





# Tamara Dr S Sidewalk Map



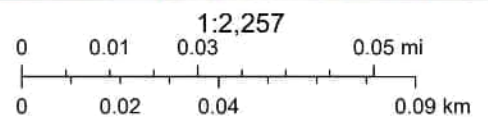


# Westerdale Dr



1/27/2025, 12:55:04 PM

- Streets
- Secondary Transportation
- LBRS Site Addresses
- Pavement
- Tax Parcel
- Building Footprints





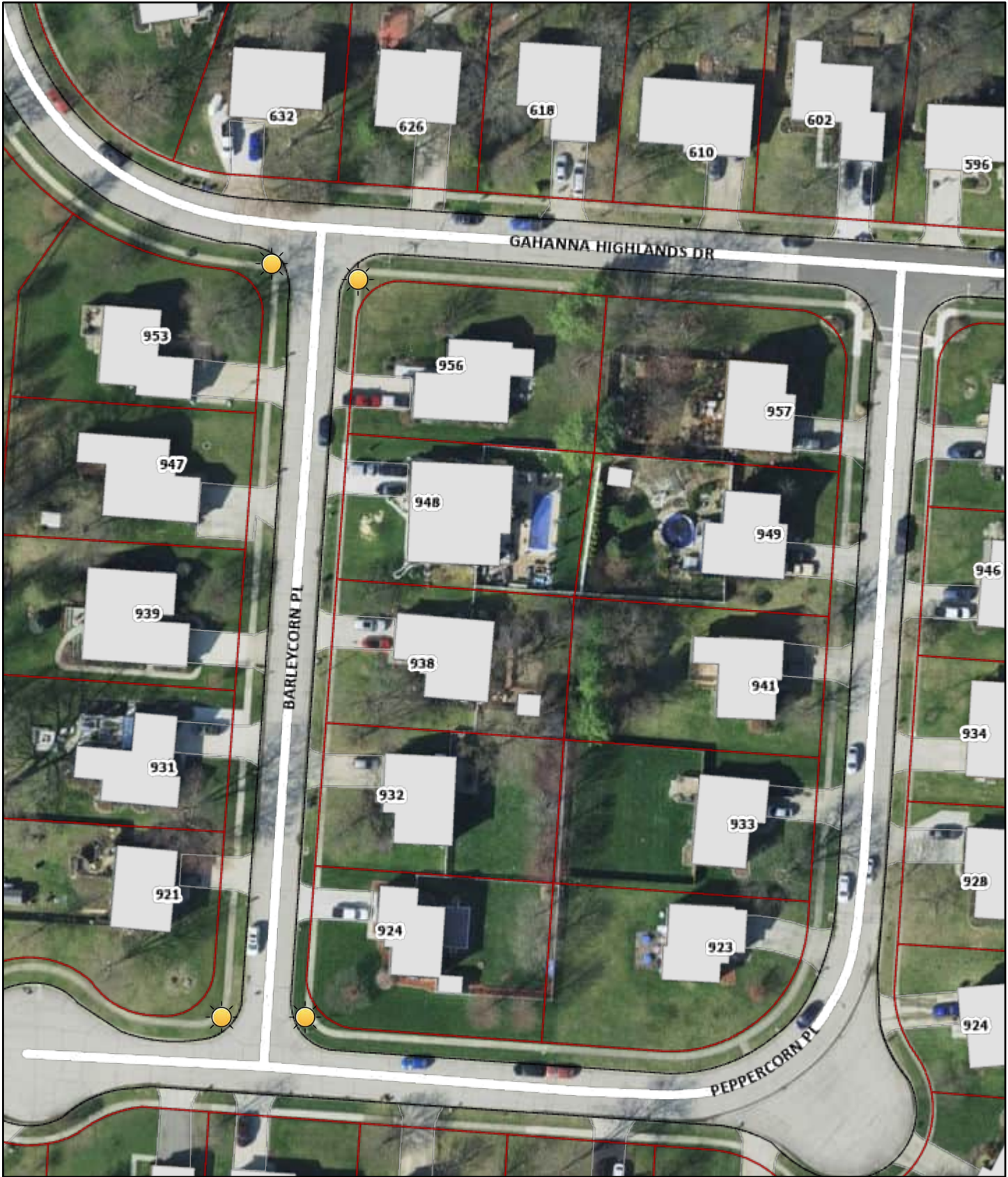
# Westerdale Dr Sidewalk Map



Ref #	Item #	Description	Unit	QTY Totals
201	441	Asphalt finish patch in front of ADA ramps	SY	42
202	608	Curb Ramp, (Full ADA Compliant Reconfiguration)	EA	42
203	608	Grind Gutter Lip at ADA Ramp	EA	6
204	608	Remove & Replace Gutterb at ADA Ramp	LF	72
205	608	Remove & Replace Landing at ADA Ramp	EA	5
206	608	Remove & Replace Curb Slope at ADA Ramp	EA	1
207	608	Remove & Restore Ramp Area	EA	3
208	SPEC	Professional Design Services-Curb Ramp Drawings (per curb ramp)	EA	42



# Barleycorn PI ADA Ramps



3/24/2025, 9:27:29 AM

- Streets

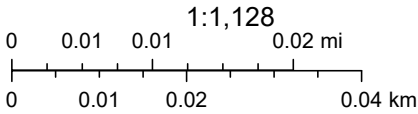
LBR Site Addresses

Tax Parcel

= Full Ramp Replacement
- SecondaryTransportation

Pavement

Building Footprints



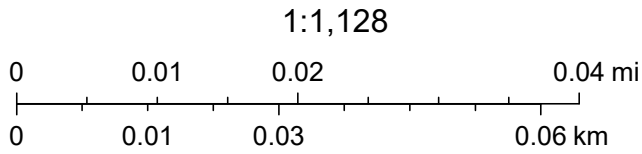


# Founders Ridge Dr ADA Ramps



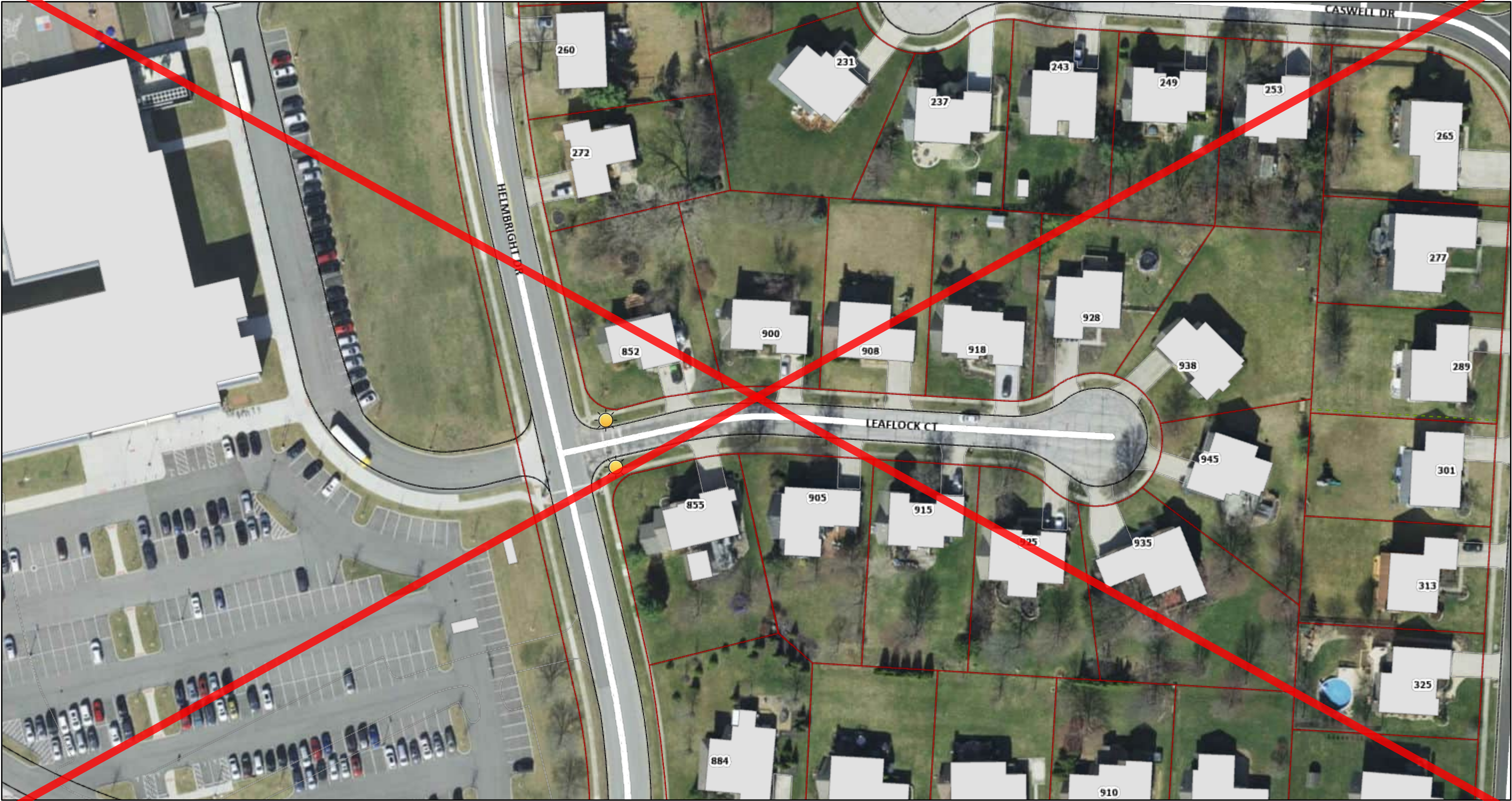
3/24/2025, 10:38:20 AM

- Streets
- Tax Parcel
- SecondaryTransportation
- LBRS Site Addresses
- Waterbodies
- Pavement
- Original Lot Lines
- Creeks & Streams
- Building Footprints
- = Full Ramp Replacement
- = Replace Landing



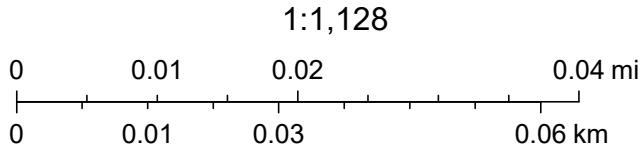


Leaflock Ct ADA Ramps



3/24/2025, 1:07:31 PM

- Streets
- LBRS Site Addresses
- Original Lot Lines
- Tax Parcel
- SecondaryTransportation
- Pavement
- Building Footprints



DO NOT PERFORM WORK WILL BE PART OF BASE PROGRAM.



# Bryn Mawr Dr ADA Ramps



3/24/2025, 9:50:01 AM

Municipal Boundary

## LBRS Site Addresses

— Pavement

 Township

☐ Tax Parcel


 Building Footprints

Streets

## SecondaryTransportation

 = Full Ramp Replacement

 = Replace Landing

 = Remove & Replace Gutter

 = Grind Gutter Lip

1:1,128

0            0.01            0.02            0.04 m

0 0.01 0.03 0.06 km



# Gwyndale Dr ADA Ramps



3/24/2025, 10:54:49 AM

1:564

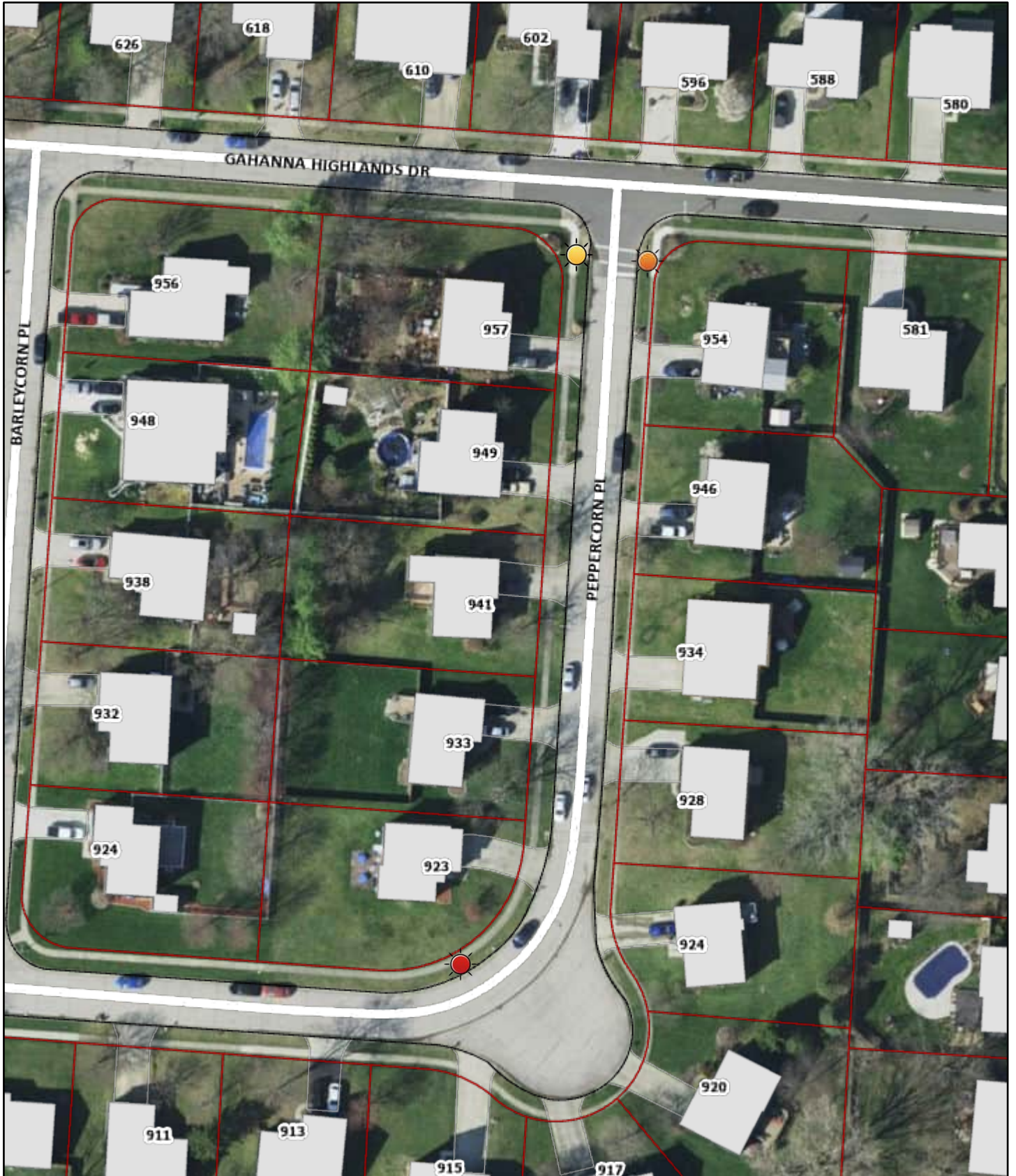
Streets Tax Parcel Pavement  
LBRS Site Addresses SecondaryTransportation Building Footprints

 = Full Ramp Replacement

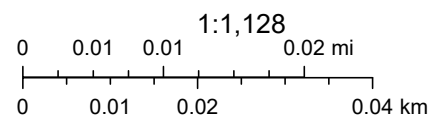
Gahanna GIS



# Peppercorn PI ADA Ramps



3/24/2025, 9:34:22 AM



- |  |                         |  |                               |
|--|-------------------------|--|-------------------------------|
|  | Streets                 |  | Secondary Transportation      |
|  | LBRS Site Addresses     |  | Pavement                      |
|  | Tax Parcel              |  | Building Footprints           |
|  | = Remove Only           |  | = Remove & Replace Curb Slope |
|  | = Full Ramp Replacement |  |                               |





# Riva Ridge Blvd Mid ADA Ramps





3/24/2025, 1:20:38 PM


1:564


 Streets


 Tax Parcel

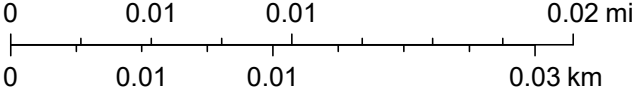
 Pavement

 = Full Ramp Replacement

 = Grind Gutter Lip

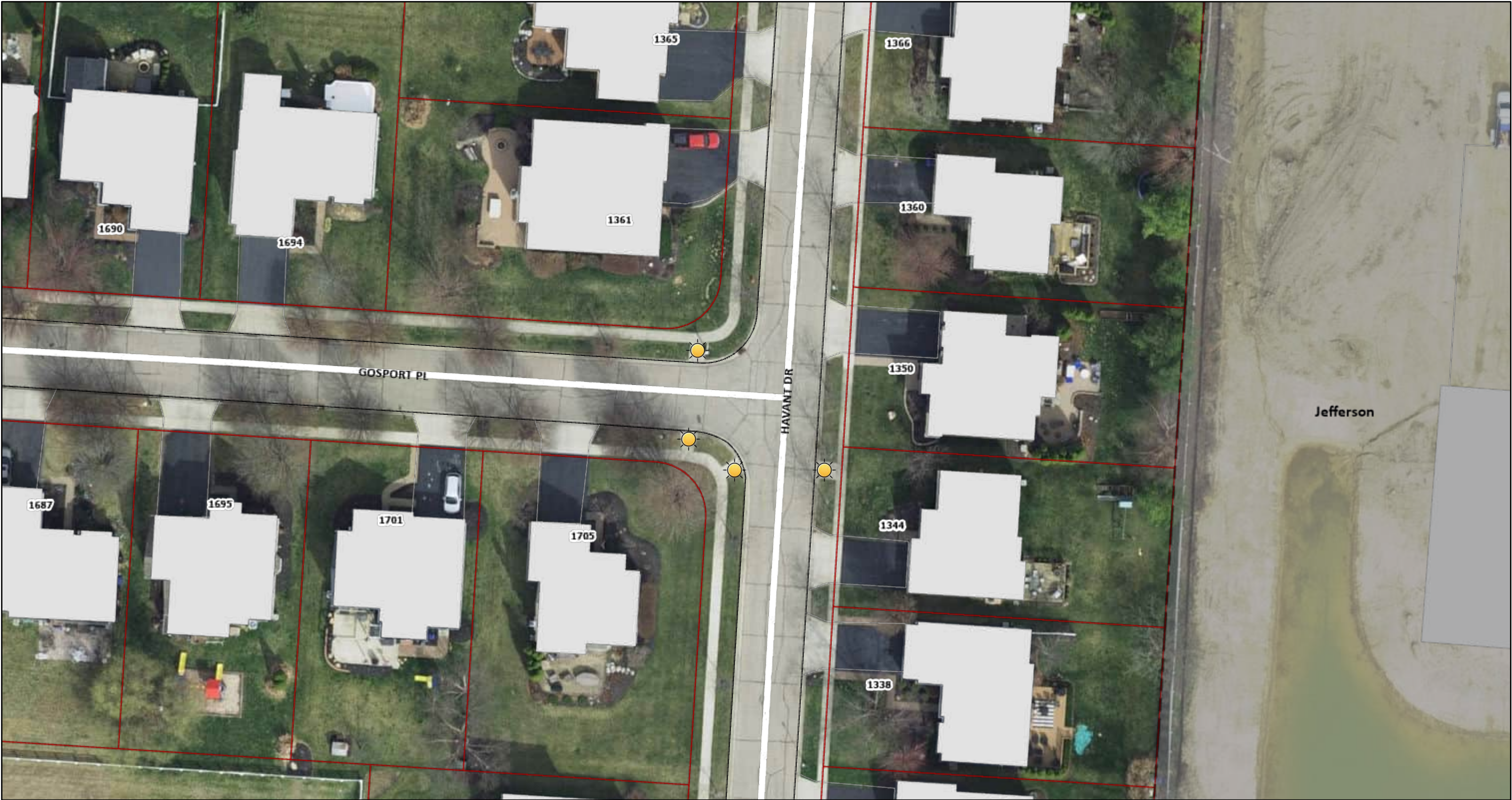
 SecondaryTransportation

 Building Footprints





# Gosport PI ADA Ramps



3/24/2025, 10:48:55 AM

Municipal Boundary

Township

Streets


LBRS Site Addresses

Tax Parcel

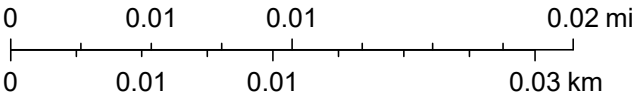
SecondaryTransportation

Pavement

Building Footprints

 = Full Ramp Replacement

1:564





# Riva Ridge Blvd N-1 ADA Ramps



3/24/2025, 1:37:34 PM

Municipal Boundary

Township

Streets

= Replace Landing

= Grind Gutter Lip

LBRS Site Addresses

Original Lot Lines

Tax Parcel

Secondary Transportation

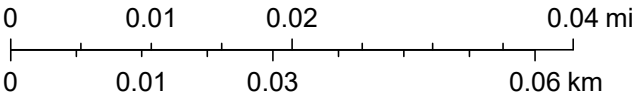
Pavement

Building Footprints

= Remove & Replace Gutter

= Full Ramp Replacement

1:1,128





# Riva Ridge Blvd N-2 ADA Ramps



3/25/2025, 10:01:54 AM

Municipal Boundary

Township

Streets


LBRS Site Addresses

Tax Parcel

SecondaryTransportation

Pavement

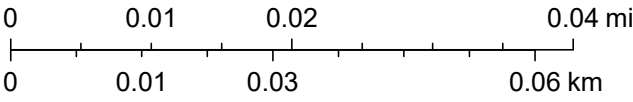
Building Footprints

 = Remove Ramp

 = Full Ramp Replacement

 = Remove & Replace Gutter

1:1,128











# Sydney Glen Ct ADA Ramps



3/25/2025, 10:07:53 AM

- |  |            |   |                         |   |                     |
|--|------------|---|-------------------------|---|---------------------|
|  | Streets    |  | Waterbodies             |  | Building Footprints |
|  | Tax Parcel |  | SecondaryTransportation |  | Pavement            |

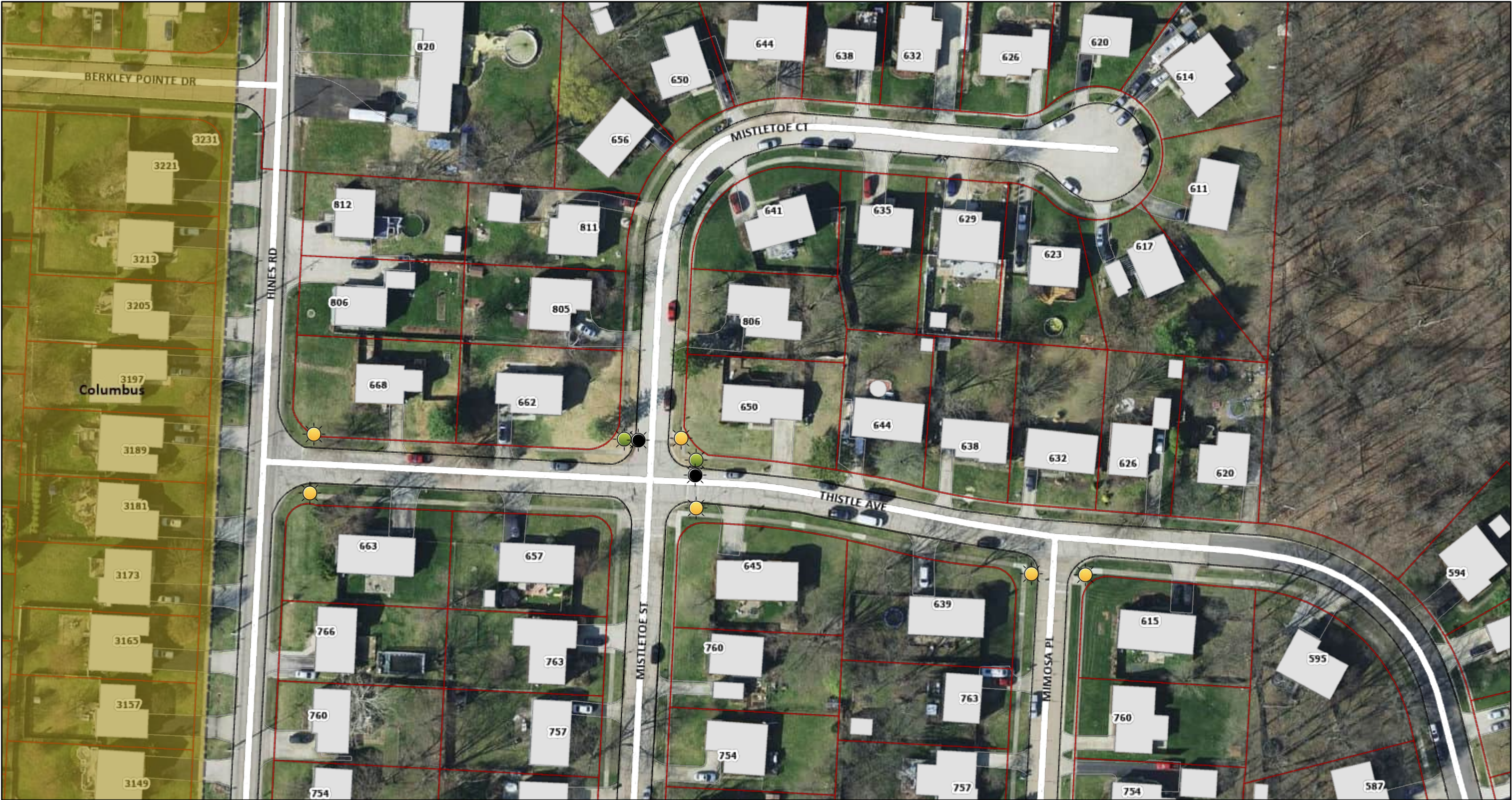
 = Remove Ramp

1:564

0	0.01	0.01	0.02 mi
0	0.01	0.01	0.03 km



# Thistle Ave ADA Ramps



3/25/2025, 10:15:08 AM

Municipal Boundary



City

LBRS Site Addresses



Tax Parcel

Pavement



Building Footprints

Streets

SecondaryTransportation



= Full Ramp Replacement

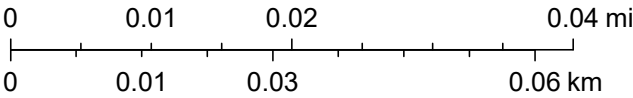


= Replace Landing



= Remove & Replace Gutter

1:1,128





## Contract Terms Sheet

**Owner:**

City of Gahanna  
200 South Hamilton Road  
Gahanna, Ohio 43230  
(614) 342-4050

**Contractor:**

Professional Pavement Services, LLC  
152 Troutman Rd,  
Delaware, OH 43015

Project Name: **2025 Sidewalk Lookback Maintenance Program Rebid, ST-1115**

Contract Effective Date:

☒ When this item is checked by the Owner, e.g., with an "X" or other mark, the State of Ohio Department of Transportation, Construction Specifications Manual, in the current version through (date bid advertised), will be a Contract Document, but only as modified by the document titled *ODOT Manual Supplement*, prepared by Owner.

☒ When this item is checked by the Owner, e.g., with an "X" or other mark, the City of Columbus Construction and Material Specifications Supplement, in the current edition through will be a Contract Document, but only as modified by the document titled City of Columbus Construction and Material Specifications Supplement.

Non-Contract Documents. The following are the reports and tests of subsurface conditions at or contiguous to the Site, if any, that the Design Professional has used in preparing the Contract Documents. (Non if none are listed).

Non-Contract Documents. The following Conditions at the Site, if any, are those reports and drawings related to any Hazardous conditions. (None if none are listed).

The Design Professional (also called the "Consulting Engineer") is: **Korda/Nemeth Engineering**

The Design Professional's Representative is: **Brooks Vogel, PE**

The Date for Substantial Completion is the following date or the following Contract Time (in calendar days) **150 calendar days**

The Coordinating Contractor shall then be the General Trades Contractor  
(If this blank is not completed, or, if there is only one)

The Contract Sum (also called Contract Price) is (in words). The Contract Sum includes the following:

Base Bid Amount: **\$ 566,108.49**

if any (none if none are listed):

Alternate No.	Description	Amount
1	Additional Ramp Location	\$116,094.00



This document is an agreement between the Owner and the Contractor for the Work described in the Contract Documents related to the Contract identified above for the Project defined above and is effective as of the date set forth above ("Effective Date of this Agreement"), which if no date is entered shall be the date the Agreement was signed by the Owner.

The Owner and the Contractor agree as set forth in the following sections:

1. CONTRACT DOCUMENTS. The Contract Documents consist of the following documents:

1. NOTICE TO BIDDERS;
2. INFORMATION AND REQUIREMENTS FOR BIDDERS;
3. SUPPLEMENTARY SPECIFICATIONS;
4. PREVAILING WAGE RATES (as applicable);
5. BID FORM;
6. NONCOLLUSION AFFIDAVIT;
7. CORPORATE AFFIDAVIT;
8. CONTRACTOR'S PERSONAL PROPERTY TAX AFFIDAVIT (O.R.C. § 5719.042);
9. CERTIFICATE OF INSURANCE;
10. STATE OF OHIO DEPARTMENT OF TAXATION, SALES AND USE TAX CONSTRUCTION CONTRACT EXEMPTION CERTIFICATE;
11. CONTRACTOR'S QUALIFICATION STATEMENT;
12. SUBCONTRACTORS LIST;
13. OWNER-CONTRACTOR AGREEMENT;
14. FISCAL OFFICER'S STATEMENT OF AVAILABILITY;
15. GAHANNA STANDARD GENERAL CONDITIONS;
16. STATE OF OHIO BUREAU OF WORKER'S COMPENSATION INSURANCE CERTIFICATE;
17. NOTICE OF COMMENCEMENT OF PUBLIC IMPROVEMENT;
18. NOTICE OF AWARD TO CONTRACTOR;
19. NOTICE OF AWARD TO SURETY AND SURETY'S AGENT;
20. NOTICE TO PROCEED;
21. CHANGE ORDER;
22. PAYROLL INFORMATION;
23. FINAL PAYROLL AFFIDAVIT;
24. CONTRACTOR'S PAYMENT APPLICATION CHECKLIST;
25. CONTRACTOR'S AFFIDAVIT WITH LIST OF SUBCONTRACTORS AND SUPPLIERS WITH ANY AMOUNTS WITHHELD;
26. CONTRACTOR'S WAIVER & RELEASE AGREEMENT;

28. SUBCONTRACTOR'S – SUPPLIER'S WAIVER & RELEASE AGREEMENT;
29. STATEMENT OF CLAIM FORM;
30. STATEMENT OF CLAIM FORM INSTRUCTIONS;
31. DESIGN PROFESSIONAL'S CERTIFICATE OF SUBSTANTIAL COMPLETION;
32. MODIFICATIONS ISSUED AFTER THE EXECUTION OF THE CONTRACT, INCLUDING:
  - i. A written amendment to the Agreement signed by both parties;
  - ii. A Change Order;
  - iii. A Work Change Directive; or,
  - iv. A written order for a minor change of the Work issued by the Design Professional in accordance with the General Conditions; and
33. If selected as a Contract Document in the Contract Terms Sheet, the State of Ohio Department of Transportation, Construction Specifications Manual, in the current version through June 16, 2023, will be a Contract Document, but only as modified by the document titled *ODOT Manual Supplement*, prepared by Owner;
34. If selected as a Contract Document in the Contract Terms Sheet, the City of Columbus Construction and Material Specifications Supplement, in the current edition through June 16, 2023, will be a Contract Document, but only as modified by the document titled *City of Columbus Construction and Material Specifications Supplement*; and
35. THE PROJECT PLANS, DRAWINGS, AND EXHIBITS.

**Note: NON-CONTRACT DOCUMENTS.** The reports and tests of subsurface conditions at or contiguous to the Site, if any, that the Design Professional has used in preparing the Contract Documents, identified in the Contract Terms Sheet, are not Contract Documents. The General Conditions, as modified, contain additional terms related to these reports and tests.

**Note: NON-CONTRACT DOCUMENTS.** The reports and drawings related to any Hazardous Conditions at the Site, if any, identified in the Contract Terms Sheet, are not Contract Documents. The General Conditions, as modified, contain additional terms related to these reports and drawings. (None if none are listed).

2. **DESIGN PROFESSIONAL RELATIONSHIP.** The Contract Documents shall not be construed to create a contractual relationship of any kind between the Design Professional and the Contractor or any Subcontractor or Material Supplier to the Project. The Design Professional, however, shall be entitled to performance of the obligations of the Contractor intended for its benefit and to enforcement of such obligations, but nothing contained herein shall be deemed to give the Contractor or any third party any claim or right of action against the Design Professional that does not otherwise exist without regard to this Contract. The Contractor and its Subcontractors shall not be deemed to be beneficiaries of any of the acts or services of the Design Professional that are performed for the sole benefit of the Owner. The Contractor shall forward all communications to the Owner through the Design Professional and hereby acknowledges and agrees that any instructions, reviews, advice, approvals, orders, or directives that are rendered to it by the Design Professional are specifically authorized and directed by the Owner to the Contractor through the Design Professional acting on behalf of the Owner.

- 2.1 The Design Professional (also called the “Engineer” or “Consulting Engineer”), if any, is identified in the Contract Terms Sheet.

3. TIME FOR COMPLETION AND PROJECT COORDINATION.

3.1 DATE FOR COMMENCEMENT. The date for commencement of the Work shall be the date established in a written Notice to Proceed issued by the Owner, through the Design Professional, to the Contractor. If no Notice to Proceed is issued, then the date for commencement shall be the Effective Date of this Agreement. The date for commencement of the Work shall be within sixty (60) calendar days from the bid opening date, unless the Owner and the Contractor agree to a later date. If there is any other date for commencement of the Work in the bid documents, Contract Documents or elsewhere, it is agreed that such other date is a tentative date and may not be relied upon by the Contractor. If the date for commencement of the Work is later than sixty (60) calendar days from the bid opening date or, if applicable, the later date agreed to by the Owner and the Contractor, the Contractor may submit a Claim in accordance with the Contract Documents.

3.2 DATE FOR SUBSTANTIAL COMPLETION. The Contractor shall have its Work on the Project Substantially Complete by the following date or within the following Contract Time (in calendar days) set forth in the Contract Terms Sheet. The Date for Substantial Completion is the foregoing date or date calculated using the Contract Time. The Date for Substantial Completion shall only be changed or modified by Change Order, other Modification, or a Claim that is Finally Resolved regardless of any dates in any schedule created by any person, including the Coordinating Contractor. The Contract Time shall run from the date of the Notice to Proceed or if there is no Notice to Proceed from the Effective Date of this Agreement.

3.2.1 Substantial Completion is the time at which the Work has progressed to the point where the Work is sufficiently complete, in accordance with the Contract Documents, so that the Work can be utilized for the purposes for which it is intended. Final Completion shall mean that the Work is complete in accordance with the Contract Documents and the Contractor has submitted to the Design Professional all documents required to be submitted to the Design Professional for final payment. A Claim is “Finally Resolved” when the claim process is complete and not subject to further proceedings.

3.2.2 SHUTDOWN DATES. Due to events scheduled by the Owner and/or other Owner considerations, Contractor must only perform Work on the days and at the times allowed by the Ordinances of the City of Gahanna. Additionally, Contractor will not be able to perform Work on the Project on the dates and times delineated in the Supplementary Specifications to these Contract Documents.

Contractor’s Construction Schedule for performing the Work shall account for Contractor not being able to perform Work on these dates and the contractual dates for Substantial Completion and Final Completion will not be changed due to Contractor not being able to perform Work on these dates.



3.3 **CONSTRUCTION SCHEDULE.** The Construction Schedule (also referred to as the "Progress Schedule") shall be developed by the Coordinating Contractor as provided in the Contract Documents.

3.4 **COORDINATING CONTRACTOR.** The Coordinating Contractor shall be the contractor identified in the Contract Terms Sheet (if none is identified, then the Coordinating Contractor shall be the General Trades Contractor or, if there is only one contractor, the Contractor). The Coordinating Contractor shall be responsible for coordinating the work of all contractors on the Project.

3.5 **LIQUIDATED DAMAGES.** If the Contractor does not have its Work on the Project Substantially Complete by its Date for Substantial Completion or Finally Complete within forty-five (45) calendar days of achieving Substantial Completion, the Contractor shall pay the Owner (and the Owner may set off from sums coming due the Contractor) Liquidated Damages in the per diem amounts as set forth in the following tables, whichever may be applicable:

**LIQUIDATED DAMAGES – DATE FOR SUBSTANTIAL COMPLETION**

<b>Contract Amount</b>	<b>Dollars Per Day</b>
\$1.00 to \$50,000.00	\$ 250.00
\$50,000.01 to \$150,000.00	\$ 500.00
\$150,000.01 to \$500,000.00	\$1,000.00
\$500,000.01 to \$2,000,000.00	\$1,500.00
\$2,000,000.01 to \$5,000,000.00	\$2,500.00
\$5,000,000.01 to \$10,000,000.00	\$3,000.00

**LIQUIDATED DAMAGES – FINAL COMPLETION**

<b>Contract Amount</b>	<b>Dollars Per Day</b>
\$1.00 to \$50,000.00	\$ 50.00
\$50,000.01 to \$150,000.00	\$ 100.00
\$150,000.01 to \$500,000.00	\$ 200.00
\$500,000.01 to \$2,000,000.00	\$ 300.00
\$2,000,000.01 to \$5,000,000.00	\$ 500.00
\$5,000,000.01 to \$10,000,000.00	\$ 600.00

In addition to such Liquidated Damages, the Contractor shall indemnify, defend and hold the Owner and its employees and agents harmless from any and all claims, whether or not such claims are proven, and from all costs and expenses incurred, as a result of or related to such claims, including but not limited to attorneys' and consultants' fees and expenses, provided that such claims arise out of or are related to the Contractor's failure to Substantially Complete its Work by its Date for Substantial Completion or its failure to Finally Complete its Work within forty-five (45) calendar days of its Date for Substantial Completion. The Contractor's obligation to indemnify, defend and hold the Owner harmless under this Section 3.5 shall be joint and several. These Liquidated Damages are in addition to any other remedies available to the Owner under the Contract Documents.

The Contractor acknowledges that such amounts of Liquidated Damages represent a reasonable estimate of the actual damages for loss of or interference with the intended use of the Project that the Owner would incur if the Contractor's Work is not Substantially

Complete by its Date for Substantial Completion or Finally Complete by the required date for Final Completion. The Parties acknowledge and agree that actual damages, costs or expenses of any delay would be difficult to ascertain and that the liquidated damages remedy provided for in this Section is a fair and equitable amount to reimburse Owner for damages sustained due to such delay and is not a penalty.

3.6. **FINAL COMPLETION.** The Contractor shall achieve Final Completion of its Work on the Project, as defined in the General conditions, within forty-five (45) calendar days of achieving Substantial Completion ("Date of Final Completion").

3.7. **MILESTONE DATES:** The following Milestone Date(s), if any, shall be met:

**August 29, 2025, for completion of sidewalk on streets adjacent to schools**

4. **CONTRACT SUM (also called Contract Price).** The lump sum Contract Sum to be paid by the Owner to the Contractor, as provided herein, for the satisfactory performance and completion of the Work and all of the duties, obligations, and responsibilities of the Contractor under this Agreement and the other Contract Documents is as set forth in the Contract Terms Sheet. The Contract Sum includes all federal, state, county, municipal, and other taxes imposed by law, including but not limited to any sales, use, commercial activity, and personal property taxes payable by or levied against the Contractor on account of the Work or the materials incorporated into the Work. The Contractor will pay any such taxes. The Contract Sum includes the Base Bid and Alternates, if any, identified in the Contract Terms Sheet.

If after Substantial Completion of its Work, the Contractor fails to submit its final payment application with all the documents required to be submitted with such application within ninety (90) calendar days after written notice to do so from the Owner and without prejudice to any other rights and remedies the Owner may have available to it, the balance of the Contract Sum shall become the Owner's sole and exclusive property, and the Contractor shall have no further interest in or right to such balance.

5. **RETAINAGE.** Retainage applicable to the Contract by Ohio Revised Code Sections 153.12, .13, and .14 will be withheld as defined in the General Conditions. The Contractor agrees that the Retainage will not be held in escrow or in any interest-bearing account, and that no interest will be paid on such retained funds.

Should the Contractor fail to substantially complete the Project or fail to timely address punch-list items, the City reserves the right to hold Retainage until the Work is complete to the satisfaction of the City.

6. **LIMITATION ON LIABILITY.** The Owner's total liability under this Agreement will be limited to the amount set forth in the Fiscal Officer's certificate accompanying this Agreement. Under no circumstances will the elected officials, officers, employees, board or council members, or agents of the Owner be personally liable for any obligations or claims arising out of or related to this Agreement.

## **7. GENERAL.**

7.1 **MODIFICATION.** Unless otherwise specifically set forth in this Agreement, no modification or waiver of any of the terms of this Agreement, or of any other Contract Documents, will be effective against a party unless set forth in writing and signed by or on behalf of a party. In the case of the Owner, the person executing the modification or waiver must have express authority to execute the Modification on behalf of the Owner pursuant to a resolution that is duly adopted by the Owner. Under no circumstances will forbearance, including the failure or repeated failure to insist upon compliance with the terms of the Contract Documents, constitute the waiver or modification of any such terms by the Owner. The parties acknowledge that no person has authority to modify this Agreement or the other Contract Documents or to waive any of its or their terms, except as expressly provided in this section.

7.2 **ASSIGNMENT.** The Contractor may not assign this Agreement without the written consent of the Owner, which the Owner may withhold in its sole discretion.

7.3 **LAW AND JURISDICTION.** All questions regarding the validity, intention, or meaning of this Agreement or any modifications of it relating to the rights and obligation of the parties will be construed and resolved under the laws of the State of Ohio. Any suit, which may be brought to enforce any provision of this Agreement or any remedy with respect hereto, shall be brought in the state court of competent jurisdiction in the county in Ohio in which the Owner's principal office is located, and each party hereby expressly consents to the exclusive jurisdiction of such court. The parties expressly waive the right to remove any litigation arising out of this Agreement to federal court.

7.4 **CONSTRUCTION.** The parties acknowledge that each party has reviewed this Agreement and the other Contract Documents and entered into this Agreement as a free and voluntary act. Accordingly, the normal rule of construction to the effect that any ambiguities are to be resolved against the drafting party will not be employed in the interpretation of this Agreement, the other Contract Documents, or any amendments or exhibits to it or them.

7.5 **APPROVALS.** Except as expressly provided herein, the approvals and determinations of the Owner and Design Professional will be subject to the sole discretion of the respective party and be valid and binding on the Contractor, provided only that they be made in good faith, i.e., honestly. If the Contractor challenges any such approval or determination, the Contractor has the burden of proving that it was not made in good faith by clear and convincing evidence.

7.6 **PARTIAL INVALIDITY.** If any term or provision of this Agreement is found to be illegal, unenforceable, or in violation of any laws, statutes, ordinances, or regulations of any public authority having jurisdiction, then, notwithstanding such term or provision, this Agreement will remain in full force and effect and such term will be deemed stricken; provided this Agreement will be interpreted, when possible, so as to reflect the intentions of the parties as indicated by any such stricken term or provision.



**7.7 COMPLIANCE WITH LAWS AND REGULATIONS.** The Contractor, at its expense, will comply with all applicable federal, state, and local laws, rules, and regulations applicable to the Work, including but not limited to Chapter 4115 of the Ohio Revised Code and Sections 153.59 and 153.60 of the Ohio Revised Code, which prohibit discrimination in the hiring and treatment of employees, with respect to which the Contractor agrees to comply and to require its subcontractors to comply.

**7.7.1 NON-DISCRIMINATION.** Contractor agrees:

1. That in the hiring of employees for the performance of Work under this Agreement or in any subcontract, neither the Contractor, subcontractor, or any person acting on behalf of either of them, shall by reason of race, creed, sex, disability as defined in Section 4112.01 of the Ohio Revised Code, or color discriminate against any citizen of the state in the employment of labor or workers who are qualified and available to perform the Work to which the employment relates.
2. That neither the Contractor, subcontractor, nor any person acting on behalf of either of them shall, in any manner, discriminate against or intimidate any employee hired for the performance of Work under this Agreement on account of race, creed, sex, disability as defined in Section 4112.01 of the Ohio Revised Code, or color.
3. That there shall be deducted from the amount payable to the Contractor by the Owner under this Agreement a forfeiture of twenty-five dollars (\$25.00) as required by Ohio Revised Code Section 153.60 for each person who is discriminated against or intimidated in violation of this Agreement.
4. That this Agreement may be canceled or terminated by the Owner and all money to become due hereunder may be forfeited for a second or subsequent violation of the terms of this section of this Agreement.

**7.7.2 PREVAILING WAGE RATES.** The Contractor and its subcontractors, regardless of tier, shall strictly comply with their obligation to pay their employees working on the Project site at the applicable prevailing wage rates for the type of work, including any changes thereto, without increase in the Contract Sum.

**7.7.3 ETHICS.** By signing and entering into this agreement with the Owner, the Contractor represents that it is familiar with all applicable ethics law requirements, including without limitation Sections 102.04 and 3517.13 of the Ohio Revised Code, and certifies that it is in compliance with such requirements. The Contractor understands that failure to comply with the ethics laws is, in itself, grounds for termination of this contract and may result in the loss of other contracts with the Owner.

**7.7.4 CONTINUOUS TREATMENT.** Federal regulations prohibit by-passing of any sewage during construction operations. The Contractor will be responsible for providing any required temporary pumping facilities piping, etc. necessary to complete the Project without any plant by-passing and continuous treatment

must be provided at the same level during construction as existed prior to construction.

Unless otherwise specified in writing, the Contractor shall procure and pay for all permits, licenses and approvals necessary for the execution of this Contract.

The Contractor shall comply with all laws, regulations, ordinances, rules and orders relating to the performance of the work required to complete their Contract.

- 7.7.5 **VIOLATIONS FACILITIES.** Contractor agrees to comply with all applicable standards, orders or requirements under Section 306 of the Clean Air Act, 42 USC 1857(h), Section 508 of the Clean Water Act, 33 USC 1368, Executive Order 11738, and EPA regulations, 40 CFR Part 32, which prohibits the use under non-exempt Federal contracts, grants, or loans of facilities included in the EPA List of Violating Facilities.
- 7.8 **JOB MEETINGS.** The Contractor or one of its representatives with authority to bind the Contractor will attend all job meetings. The Owner anticipates that job meetings will be scheduled on a weekly basis during construction or as needed. The Contractor will ensure that its Subcontractors also hold regular job meetings at which safety issues and job matters are discussed as these relate to the Work being performed. Job meetings include, but are not limited to, pre-construction meetings, weekly job meetings, weekly safety tool box meetings, and monthly safety meetings.
- 7.9 **PROPERTY TAX AFFIDAVIT.** The Contractor's affidavit given under Section 5719.024, Ohio Revised Code, is incorporated herein.
- 7.10 **PARTNERING.** Contractor agrees that it will participate, as part of the Contract Sum, in any partnering sessions scheduled by Owner.
- 7.11 **ENTIRE AGREEMENT.** This Agreement and the other Contract Documents constitute the entire agreement among the parties with respect to their subject matter and will supersede all prior and contemporaneous, oral or written, agreements, negotiations, communications, representations, and understandings with respect to such subject matter, and no person is justified in relying on such agreements, negotiations, communications, representations, or understandings.
- 7.12 **COUNTERPARTS.** This Agreement may be executed in any number of counterparts each of which when so executed and delivered will be an original hereof, and it will not be necessary in making proof of this Agreement to produce or account for more than one counterpart hereof. This Agreement may be executed and delivered by facsimile or via electronic mail.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed by their properly authorized representatives and agree that this Agreement is effective as of the date first set forth above.

Owner: **The City of Gahanna**

By: **Laurie A. Jadwin**  
Digitally signed by Laurie A. Jadwin  
DN: cn=Laurie A. Jadwin, o=City of  
Gahanna,  
email=Laurie.Jadwin@gahanna.gov  
Date: 2025.06.17 12:02:02 -04'00'

Name: **Laurie A. Jadwin**

Title: **Mayor**

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

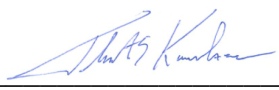
Contractor: **Professional Pavement  
Services, LLC**

By: 

Name: **Matthew J. Kinney**

Title: **Owner/CEO**

Date: **06/26/2025**

By: 

Name: **Thomas Komlanc**

Title: **Director of Engineering**

Date: **6-17-2025**

Approved as to form of Contract and Contract Bond:

By: **Priya D. Tamarasan**  
Digitally signed by Priya D. Tamarasan  
DN: cn=Priya D. Tamarasan, o=City of  
Gahanna, ou=City Attorney,  
email=priya.tamarasan@gahanna.gov  
Date: 2025.06.23 10:16:12 -04'00'

Name: **Priya Tamarasan**

Title: **City Attorney**

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



---

---

## FISCAL OFFICER'S STATEMENT OF AVAILABILITY

(Section 5705.41, R.C.)

---

---

I Joann Bury, hereby certify that I am the Director of Finance for the City of Gahanna, Ohio and that the amount of money to wit \$ 682,202.49 required to meet the cost of the attached Contract between the City of Gahanna, Ohio and Professional Pavement Services, LLC has been or will be, prior to the ordering of any materials, lawfully appropriated for the purpose of said Contract and the money so appropriated is on deposit or in process of collection to the credit of the appropriate fund free from any previous encumbrances. Moneys due in excess of the Contract Sum and any Contingency amount assigned thereto shall require an additional and separate Fiscal Officer's Statement of Availability which shall not be given unless the Contract adjustment is directly attributable to one of the express methods for increasing the Contract Sum under the Contract Documents; and, such process is completed in the manner required by the Contract Documents.

 **Joann Bury**  
Date: \_\_\_\_\_  
Digitally signed by Joann Bury  
DN: cn=Joann Bury, o=City of  
Gahanna, ou=Finance  
Department,  
email=joann.bury@gahanna.gov  
Date: 2025.07.02 15:19:34 -04'00'

Signed: 07/02/2025

By: **Joann Bury**

Title: **Director of Finance**

STATE OF OHIO BUREAU OF WORKER'S COMPENSATION  
INSURANCE **CERTIFICATE ATTACHMENT SHEET**



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

06/16/2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b>  <b>Verne Hart Insurance Agency</b> 324 E. Center St. Marion, OH 43302	<b>CONTACT NAME:</b> Sandy Graff	<b>FAX (A/C, No):</b> (740)382-2150	
	<b>PHONE (A/C, No, Ext):</b> (740)387-0643	<b>E-MAIL ADDRESS:</b> sandy@vernehart.com	
<b>INSURED</b>  <b>PROFESSIONAL PAVEMENT SERVICES LLC</b> 152 Troutman Rd Delaware, OH 43015-8998	<b>INSURER(S) AFFORDING COVERAGE</b>		<b>NAIC #</b>
	<b>INSURER A:</b> Hastings Mutual Insurance Company		14176
	<b>INSURER B:</b> Hastings Mutual Insurance		14176
	<b>INSURER C:</b> Owners Insurance Company		32700
	<b>INSURER D:</b>		
	<b>INSURER E:</b>		
<b>INSURER F:</b>			

**COVERAGES**

CERTIFICATE NUMBER: 00013731-0

REVISION NUMBER: 312

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			CPP6200176	12/15/2024	12/15/2025	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
B	<b>AUTOMOBILE LIABILITY</b> <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY			ACV6200177	12/15/2024	12/15/2025	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
B	<input type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input type="checkbox"/> RETENTION \$ 0			ULC6210352	12/15/2024	12/15/2025	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000
B	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below Y / N <input type="checkbox"/> N / A			CPP6200176	12/15/2024	12/15/2025	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
B	<b>Errors and Omissions</b>			CPP6200176	12/15/2024	12/15/2025	300000 \$ 600,000
C	<b>Rented Equipment</b>			05465055	12/15/2024	12/15/2025	Replacement Cost \$100,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

**CERTIFICATE HOLDER****CANCELLATION**

<b>City of Gahanna</b> 200 South Hamilton Road Gahanna, OH 43230	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE  (SJG)

© 1988-2015 ACORD CORPORATION. All rights reserved.



**INSURANCE CERTIFICATE ATTACHMENT SHEET**



**Bureau of Workers'  
Compensation**

30 W. Spring St.  
Columbus, OH 43215

## **Certificate of Ohio Workers' Compensation**

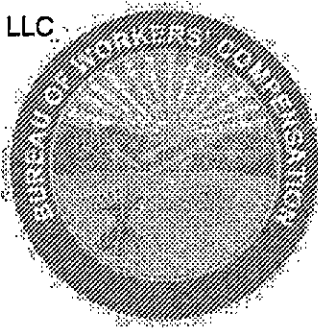
This certifies that the employer listed below participates in the Ohio State Insurance Fund as required by law. Therefore, the employer is entitled to the rights and benefits of the fund for the period specified. This certificate is only valid if premiums and assessments, including installments, are paid by the applicable due date. To verify coverage, visit [www.bwc.ohio.gov](http://www.bwc.ohio.gov), or call 1-800-644-6292.

This certificate must be conspicuously posted.

Policy number and employer  
01628313

Period Specified Below  
07/01/2025 to 07/01/2026

PROFESSIONAL PAVEMENT SERVICES LLC  
152 TROUTMAN RD  
DELAWARE OH 43015-8998



[www.bwc.ohio.gov](http://www.bwc.ohio.gov)  
Issued by: BWC

*Stephanie McCloud*

Administrator/CEO

You can reproduce this certificate as needed.

## **Ohio Bureau of Workers' Compensation**

### **Required Posting**

Section 4123.54 of the Ohio Revised Code requires notice of rebuttable presumption. Rebuttable presumption means an employee may dispute or prove untrue the presumption (or belief) that alcohol, marihuana or a controlled substance not prescribed by the employee's physician is the proximate cause (main reason) of the work-related injury.

The burden of proof is on the employee to prove the presence of alcohol, marihuana or a controlled substance was not the proximate cause of the work-related injury. An employee who tests positive or refuses to submit to chemical testing may be disqualified for compensation and benefits under the Workers' Compensation Act.



**Bureau of Workers'  
Compensation**

You must post this language with the Certificate of Ohio Workers' Compensation.

## NOTICE OF COMMENCEMENT OF PUBLIC IMPROVEMENT

### Section 1311.252, Ohio Revised Code

Notice is hereby given of the commencement of a public improvement as follows:

1. The public improvement is identified as:  
Project Name: **2025 Sidewalk Lookback Maintenance Program Rebid, ST-1115**  
Project Location: **Various locations throughout the City**
2. The public authority and Owner responsible for the public improvement is:  
City of Gahanna  
200 S Hamilton Rd  
Gahanna, OH 43230
3. The principal contractor and its surety on the public improvement are as follows:  
  
Principal Contractor: \_\_\_\_\_ Surety: \_\_\_\_\_
4. The date the City of Gahanna first executed a contract with a principal contractor for this public improvement is: \_\_\_\_\_
5. The name and address of the representative for the City of Gahanna upon whom service may be made for the purposes of serving an affidavit pursuant to Section 1311.26 of the Ohio Revised Code is:

Thomas Komlanc  
Director of Engineering  
City of Gahanna  
200 S Hamilton Rd  
Gahanna, OH 43230

The foregoing is true and accurate to the best of my knowledge and the information available to me.

Signature \_\_\_\_\_

Title \_\_\_\_\_

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

Sworn and subscribed before me this \_\_\_\_\_ day of, 2025.

Notary Public \_\_\_\_\_



## NOTICE OF AWARD TO CONTRACTOR

To:

Date:

Project: **2025 Sidewalk Lookback Maintenance Program Rebid, ST-1115**

The Owner has considered the Bid submitted by you for the above-described work in response to the Legal Notice dated: April 2, and April 9, 2025.

You are hereby notified that your bid has been accepted for items in the amount of \$\_\_\_\_\_ (Base Bid) \$\_\_\_\_\_ (Alternate Bid).

You are required by the Information for Bidders to execute the Contract and furnish the required documents within ten (10) calendar days from the date of this notice to you.

If you fail to execute said Contract within ten (10) calendar days from the date of this notice, Owner may—at its discretion—exercise its rights with respect to your bid guaranty and be entitled to such other rights as may be granted by Law.

You are required to return an acknowledged copy of this Notice of Award to the Owner.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2025

By:

\_\_\_\_\_  
Thomas Komlanc, PE  
Director of Engineering

### ACCEPTANCE OF NOTICE

Receipt of the above Notice of Award is hereby acknowledged.

Contractor:

This \_\_\_\_\_ day of \_\_\_\_\_, 2025

By:

Name:

Title:

\_\_\_\_\_

**NOTICE OF AWARD TO SURETY AND SURETY'S AGENT**

Date:

**SENT BY REGULAR U.S. MAIL**

Surety Company

Surety Agent

Re: Notice of Award of Contract

To Whom It May Concern:

You are notified that your principal, \_\_\_\_\_, has been awarded a contract for the, in the amount of \$ \_\_\_\_\_, by the City of Gahanna.

Thank you,

By: Angela Roth  
\_\_\_\_\_  
Engineering Program Technician

## NOTICE TO PROCEED

To:

Date:

Project: **2025 Sidewalk Lookback Maintenance Program Rebid, ST-1115**

Owner: City of Gahanna  
200 South Hamilton Road  
Gahanna, Ohio 43230

You are hereby notified to commence Work in accordance with the Agreement dated \_\_\_\_\_, and you are to complete the Work in the time required by Section 3.2 of the Owner/Contractor Agreement and other Contract Documents. Within ten (10) calendar days from this Notice to Proceed date, you will begin physical, on-site improvements. You are required to return an acknowledged copy of this Notice to Proceed, to the Owner, indicating Acceptance of this Notice to Proceed.

---

Thomas Komlanc, PE  
Director of Engineering

## ACCEPTANCE OF NOTICE TO PROCEED

Receipt of the above NOTICE TO PROCEED is hereby acknowledged by \_\_\_\_\_, this the day of \_\_\_\_\_, 2025.

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

Title:



## CHANGE ORDER

Order No: \_\_\_\_\_

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

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

Name of PROJECT: **2025 Sidewalk Lookback Maintenance Program Rebid, ST-1115**

OWNER: **City of Gahanna, Ohio**

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

The following changes are hereby made to the CONTRACT DOCUMENTS:

Justification: \_\_\_\_\_

Change to CONTRACT PRICE: \$ \_\_\_\_\_

Original CONTRACT PRICE: \$ \_\_\_\_\_

Current CONTRACT PRICE adjusted by previous  
CHANGE ORDER \$ \_\_\_\_\_

The CONTRACT PRICE due to this CHANGE ORDER will be (increased)  
(decreased) by : \$ \_\_\_\_\_

The CONTRACT PRICE amount INCLUDING this CHANGE ORDER: \$ \_\_\_\_

Change to CONTRACT TIME:

The CONTRACT TIME will be (increased) (decreased) by \_\_\_\_\_  
calendar days.

The date for completion of all WORK will be \_\_\_\_\_ (Date)

**CONTRACTOR AGREES THAT THIS CHANGE ORDER SHALL CONSTITUTE A FINAL SETTLEMENT OF ALL MATTERS RELATING TO THE CHANGE IN THE WORK THAT IS THE SUBJECT OF THIS CHANGE ORDER, INCLUDING, BUT NOT LIMITED TO, ALL DIRECT, INDIRECT, AND CUMULATIVE COSTS ASSOCIATED WITH SUCH CHANGE AND ALL ADJUSTMENTS TO THE CONTRACT SUM AND THE DATE FOR SUBSTANTIAL COMPLETION.**

Contractor's Signature: \_\_\_\_\_

Owner: \_\_\_\_\_

Project Administrator: \_\_\_\_

## PAYROLL INFORMATION

Date

I, \_\_\_\_\_ (Name of Signatory Party),  
(Title), do hereby certify:

That I pay or supervise the payment of the persons employed

By \_\_\_\_\_ (Contractor) on the **2025 Sidewalk Lookback Maintenance  
Program Rebid, ST-1115** (Project).

1. That during the payroll period commencing on the \_\_\_\_\_ day of \_\_\_\_\_, 2025, and ending on the \_\_\_\_\_ day of \_\_\_\_\_, 2025, all persons employed on said project have been paid in full weekly wages earned; that no rebates have been or will be made either directly or indirectly to or on behalf of said \_\_\_\_\_ (Contractor) from the full weekly wages earned by such persons; and that no deductions have been made either directly or indirectly from the wages earned by such persons, other than permissible deductions which are described below:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

1. That any payrolls otherwise under this Contract required for the above period are correct and complete; that the wage rates for laborers or mechanics contained therein are not less than the applicable wage rates contained in the specifications as supplied by the Department of Industrial Relations or any wage determination incorporated into the Contract and that the classifications set forth therein for each laborer or mechanic conform with the work he performed.

2. That any apprentices employed in the above period are duly registered in a bona fide apprenticeship program registered with the Ohio Apprenticeship Council.

3. That:

(a) Where fringe benefits are paid to approved plans, funds, or programs, in addition to the basic hourly wage rates paid to each laborer or mechanic listed in the above referenced payroll, payments of fringe benefits listed in the Contract have been or will be made to appropriate programs for the benefit of such employees, except as noted in Section 5(c) below; and

(b) Where fringe benefits are paid in cash, each laborer or mechanic listed in the above referenced payroll has been paid as indicated on the payroll, and amount not less than the sum of the applicable basic hourly wage rate plus the amount of the required fringe benefits as listed in the Contract, except as noted in Section 5(c) below:

(c) Exceptions:

Exception (Craft)

Explanation

---

---

---

---

Remarks

---

Name and Title \_\_\_\_\_,

Signature

---

The willful falsification of any of the above statements may subject the Contractor or Subcontractor to fines as described in Section 4115.99 of the Ohio Revised Code.



## FINAL PAYROLL AFFIDAVIT

I, \_\_\_\_\_ (Name of person signing affidavit),  
\_\_\_\_\_ (title),

of the \_\_\_\_\_, do hereby certify that the  
wages paid to all employees for the full number of hours worked in connection with the

Contract to the Improvement, Repair and Construction of: **2025 Sidewalk Lookback Maintenance  
Program Rebid, ST-1115** (Project) during the following period from \_\_\_\_\_ to  
\_\_\_\_\_ is in  
accordance with the prevailing wages prescribed by the Contract Documents. I further certify  
that no rebates or deductions for any wages due any person have been directly or indirectly  
made other than those provided by law.

(Signature of Officer or Agent)

Sworn to and subscribed in my presence this \_\_\_\_\_ day of  
\_\_\_\_\_, 2025.

\_\_\_\_\_  
Notary Public

**The above affidavit must be executed and sworn to by the officer or agent or the  
Contractor or Subcontractor who supervised the payment of employees, before the  
~~Owner will release the surety and/or~~ make final payment due under the terms of the  
Contract.**

## CONTRACTOR'S PAYMENT APPLICATION CHECKLIST

**THE CONTRACTOR MUST COMPLETE THIS CHECKLIST AND SUBMIT IT TO THE DESIGN PROFESSIONAL WITH ITS PAYMENT APPLICATION AND ALL REQUIRED DOCUMENTATION.**

1. Contractor's Name: \_\_\_\_\_
2. Name, title, and telephone and fax numbers of Contractor's representative to contact regarding the Payment Application and required documentation:  
Name: \_\_\_\_\_ Title: \_\_\_\_\_  
Office Telephone No.: (    ) \_\_\_\_\_ FAX No.: (    ) \_\_\_\_\_
3. Payment Application Number and Date:  
No. \_\_\_\_\_ Date: \_\_\_\_\_, 2025
4. The following is a list of required documentation that must accompany its Payment Application. The Contractor certifies that it has submitted the documentation listed below with its Payment Application. If the Contractor cannot do so, the Contractor should explain why in Paragraph 5. Such explanations shall not excuse the Contractor from the requirements for submitting this documentation.
  - \_\_\_\_\_ .1 Two (2) copies of a properly completed and executed Application for Payment with a properly completed and executed Schedule of Values attached to each;
  - \_\_\_\_\_ .2 Properly Completed Contractor's Affidavit with List of Subcontractors and Suppliers and Any Amounts Withheld;
  - \_\_\_\_\_ .3 Contractor's Waiver and Release Agreement (beginning with the second Application for Payment);
  - \_\_\_\_\_ .4 For each of its Subcontractors and Suppliers, a Subcontractor's – Supplier's Waiver and Release Agreement (beginning with the second Application for Payment);
  - \_\_\_\_\_ .5 Schedule of all materials and equipment stored on-site;
  - \_\_\_\_\_ .6 For materials and equipment stored off-site:
    - \_\_\_\_\_ A list of the materials and equipment consigned and stored off-site in connection with the Project (which shall be clearly identified), giving the place of storage, together with copies of invoices and reasons why the materials and equipment cannot be delivered to the site;
    - \_\_\_\_\_ Certification that all items have been tagged for delivery to the Project and that they will not be used for any other purpose;
    - \_\_\_\_\_ A letter from the Contractor's surety bonding company indicating agreement to the arrangements and that

payment to the Contractor shall not relieve either party of its responsibility to complete the facility;

\_\_\_\_\_ Evidence of adequate insurance covering the material and equipment in storage, which shall name the Owner as additional insured;

\_\_\_\_\_ Evidence that the Design Professional has visited the Contractor's place of storage and found that all the materials and equipment set forth in the payment request and represented to be stored off-site are stored at the place of storage (any costs incurred by the Design Professional to inspect material and equipment in off-site storage shall be paid by the Contractor); and

\_\_\_\_\_ Itemization of the materials and equipment and their cost, which were approved on previous Pay Applications and which remain in off-site storage.

\_\_\_\_\_ .7 Other documentation or information required by the Contract Documents or by the Design Professional or Owner.

5. Reason why required documentation is not submitted:

---

---

---

---

---

---

NOTE: The failure to submit required documentation, regardless of the reason, may result in non- payment, partial payment, and/or late payment.

---

Signature

---

Printed Name

---

Date

#### PROJECT ADMINISTRATOR REVIEW

\_\_\_\_\_ Checklist and documentation complete.

\_\_\_\_\_ Checklist and documentation incomplete.

---

Signature

---

Printed Name

---

Date



**CONTRACTOR'S AFFIDAVIT WITH LIST OF SUBCONTRACTORS AND SUPPLIERS  
WITH ANY AMOUNTS WITHHELD**

PROJECT:

CONTRACTOR:

STATE OF \_\_\_\_\_  
: SS,  
COUNTY OF \_\_\_\_\_  
:

The undersigned after first being sworn swears that a) all previous progress payments received on account of the Work have been applied on account to discharge Contractor's legitimate obligations associated with prior Applications for Payment, b) the Contractor has submitted Subcontractor(s) – Supplier(s) Waiver and Release Agreements for each of its Subcontractors and Suppliers using the form set forth in the Project Manual or as requested by the Design Professional, c) set forth below is a complete list of its Subcontractors and Suppliers, and d) set forth below is a complete description of all amounts withheld from any Subcontractor or Supplier and the reason why. Attach additional sheets if necessary. Contractor certifies that it has self-performed work amounting to not less than 50% of the total contract sum.

<b>Typed or Printed Name of Subcontractor or Supplier</b>	<b><u>Address of Subcontractor or Supplier</u></b>	<b><u>Telephone Number of Subcontractor or Supplier</u></b>

WITHHOLDINGS FROM SUBCONTRACTORS AND/OR SUPPLIERS:

<b>Typed or Printed Name of Subcontractor or Supplier</b>	<b><u>Amount Withheld</u></b>	<b><u>Reason for Withholding</u></b>

CONTRACTOR: [insert name]

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

\_\_\_\_\_  
(Signature of authorized representative)

NOTARY PUBLIC

Subscribed and sworn to before me on this date by \_\_\_\_\_ on behalf of

\_\_\_\_\_  
Signature of Notary Public

Notary Public: \_\_\_\_\_

My Commission Expires:

## CONTRACTOR'S WAIVER & RELEASE AGREEMENT

("AGREEMENT")

Project: \_\_\_\_\_

The undersigned hereby acknowledges receipt of payment from the Owner for all Work on the Project through the date of its prior Application for Payment. The undersigned acknowledges and agrees that the terms in this Agreement shall have the same meaning as in the Contract Documents for the Project.

In return for said payment, and/or pursuant to certain contractual obligations of the undersigned, the undersigned hereby waives and releases any rights it has or may have through the date of its last Application for Payment to any and all Claims and liens related to the Project, including without limitation: Claims of payment, mechanic's liens, liens against funds, surety bond Claims, and Claims for breach of contract or unjust enrichment. The sole exception to this waiver and release is for any Claims the undersigned has made by properly and timely submitting a Statement of Claim form. The undersigned acknowledges and agrees that this wavier and release is intended to be a comprehensive release of all Claims and liens related to the Project, including without limitation all Claims against the Owner, the Design Professional, any Construction Manager, and the employees, board members, agents and representatives of any of the foregoing persons. The undersigned further certifies that this Agreement covers Claims and liens by all persons with which it did business related to the Project, including without limitation subcontractors and suppliers, through the date of its last Application for Payment. The undersigned represents that all such persons have signed an agreement in the form of this Agreement releasing any and all Claims and liens related to the Project, except for any Claims made by properly and timely submitting a Statement of Claim form, a copy of which has been delivered to the Design Professional and the Owner. The undersigned hereby represents and warrants that it has paid any and all welfare, pension, vacation or other contributions required to be paid on account of the employment by the undersigned of any laborers on the Project.

This Agreement is for the benefit of, and may be relied upon by the Owner, Design Professional and any Construction Manager. The undersigned hereby agrees to indemnify, defend and hold harmless each of the foregoing, the Project, work or improvement, and real property from any and all Claims, or liens that are or should have been released in accordance with this Agreement.

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

\_\_\_\_\_  
Authorized Signature (Company Officer)

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

State of: \_\_\_\_\_ County of \_\_\_\_\_

Subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

Notary Public: \_\_\_\_\_

My Commission Expires: \_\_\_\_\_



**SUBCONTRACTOR'S/SUPPLIER'S WAIVER & RELEASE AGREEMENT**  
**("AGREEMENT")**

Project:

The undersigned hereby acknowledges receipt of payment for all Work on the Project through the date of the prior Application for Payment by the Prime Contractor ("Prime Contractor") with which it has a contract. The undersigned acknowledges and agrees that the terms in this Agreement shall have the same meaning as in the Contract Documents for the Project.

In return for said payment, and/or pursuant to certain contractual obligations of the undersigned, the undersigned hereby waives and releases any rights it has or may have through the date of the Prime Contractor's last Application for Payment and to any and all Claims and liens related to the Project, including without limitation: Claims of payment, mechanic's liens, liens against funds, surety bond Claims, and Claims for breach of contract or unjust enrichment. The sole exception to this waiver and release is for any Claims the undersigned has made by properly and timely submitting a Statement of Claim form, a copy of which the undersigned represents has been delivered to the Owner and the Design Professional. The undersigned acknowledges and agrees that this waiver and release is intended to be a comprehensive release of all Claims and liens related to the Project, including without limitation all Claims against the Prime Contractor, the Prime Contractor's surety, the Owner, the Design Professional, any Construction Manager, and the employees, board members, agents and representatives of any of the foregoing persons. The undersigned further certifies that this Agreement covers Claims and liens by all persons with which it did business related to the Project, including without limitation sub-subcontractors and suppliers, through the date of the Prime Contractor's last Application for Payment. The undersigned represents that all such persons have signed an agreement in the form of this Agreement releasing any and all Claims and liens related to the Project, except for any Claims made by properly and timely submitting a Statement of Claim form, a copy of which has been delivered to the Design Professional and the Owner. The undersigned hereby represents and warrants that it has paid any and all welfare, pension, vacation or other contributions required to be paid on account of the employment by the undersigned of any laborers on the Project.

The undersigned agrees that upon receipt of the payment from the Prime Contractor with respect to the Prime Contractor's current Application for Payment, it shall, upon request of the Prime Contractor, Owner, Design Professional, or any Construction Manager, execute a waiver and release agreement in the form of this Agreement, except that such Agreement shall be current through the date of the Prime Contractor's current Payment Application. The undersigned further agrees that, upon receipt of such payment, it shall execute any other documents requested to cause the prejudicial release of any and all Claims and liens through the date of the Prime Contractor's current Payment Application.

This Agreement is for the benefit of, and may be relied upon by, the Prime Contractor, the Prime Contractor's surety, the Owner, the Design Professional and any Construction Manager. The undersigned hereby agrees to indemnify, defend and hold harmless each of the foregoing: the Project, its Work, and real property from any and all Claims and/or liens that are or should have been released in accordance with this Agreement and from any liability, cost, or expense incurred as a result of any breach of this Agreement by the undersigned.

Company Name

Authorized Signature (Company Officer)

Title

Date

State of: \_\_\_\_\_ County of \_\_\_\_\_

Subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

Notary Public: \_\_\_\_\_

My Commission Expires: \_\_\_\_\_

## STATEMENT OF CLAIM FORM

Claim No. \_\_\_\_ for Contractor

1. Name of Contractor: \_\_\_\_\_

2. Date written claim given: \_\_\_\_\_.

3. Contractor's representative to contact regarding the claim:

Name: \_\_\_\_\_ Title: \_\_\_\_\_  
Telephone No. \_\_\_\_\_ (office) FAX No. \_\_\_\_\_

E-mail: \_\_\_\_\_

4. General description of claim:

---

---

---

5. Contract Documents. If the claim is based upon any part or provision in the Contract Documents, including but not limited to pages in the Drawings and/or paragraphs in the Specifications, Owner-Contractor Agreement, General Conditions or Supplementary General Conditions, state upon which parts or provisions the claim is based:

---

---

---

6. Delay claims:

6.1 Date delay commenced: \_\_\_\_\_

6.2 Duration or expected duration of the delay, if known: \_\_\_\_\_

6.3 Apparent cause of the delay and part of critical path affected:

---

---

---

6.4 Expected impact of the delay and recommendations for minimizing such impact:

---

---

---

7. Additional compensation. Set forth in detail all additional compensation to which the Contractor believes it is entitled with respect to this claim:

---

---

---

8. Instructions for Completing the Statement of Claim Form ("Instructions"). The Instructions are incorporated in this Form.



9. Truth of Claim. By submitting this claim, the Contractor and its representative certify that after conscientious and thorough review and to the best of his or her knowledge and belief a) the Contractor has complied fully with the Instructions, b) the information in this State of Claim is accurate, c) the Contractor is entitled to recover the compensation in paragraph 7, and d) the Contractor has not knowingly presented a false or fraudulent claim. The Contractor by its authorized representative must acknowledge this Statement of Claim before a notary public.

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

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

Name and Title: \_\_\_\_\_

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

### CONTRACTOR'S ACKNOWLEDGMENT

State of \_\_\_\_\_ ,

County of \_\_\_\_\_, ss:

\_\_\_\_\_ first being sworn, states that after conscientious and thorough review, the statements made in attached Statement of Claim Form are complete and true to the best of his or her knowledge and belief.

\_\_\_\_\_

Sworn to before me a notary public by \_\_\_\_\_ on \_\_\_\_\_, 2025.

\_\_\_\_\_  
Notary Public

WHEN COMPLETED, FORWARD A COPY OF THIS NOTICE AND STATEMENT OF CLAIM FORM TO THE OWNER AND DESIGN PROFESSIONAL.

## STATEMENT OF CLAIM FORM INSTRUCTIONS

1. Completing the Statement of Claim Form ("Claim Form") is a material term of the Contract. The Claim Form tells the Owner and Design Professional that the Contractor is making a Claim and that they need to act promptly to mitigate the effects of the occurrence giving rise to the Claim. The Claim Form also provides them with information so that they can mitigate such effects. The Contractor acknowledges that constructive knowledge of the conditions giving rise to the Claim through job meetings, correspondence, site observations, etc. is inadequate notice, because knowledge of these conditions does not tell the Owner and Design Professional that the Contractor will be making a Claim and most often is incomplete.
2. If the space provided in the Claim Form is insufficient, the Contractor, as necessary to provide complete and detailed information, must attach pages to the Claim Form with the required information.
3. Paragraph 4. The Contractor must state what it wants, *i.e.*, time and/or compensation, and the reason why it is entitled to time and/or compensation.
4. Paragraph 5. The Contractor must identify the exact provisions of the Contract Documents it is relying on in making its Claim. For example, if the Claim is for a change in the scope of the Contractor's Work, the Contractor must identify the specific provisions of the Specifications, and the Plan sheets and details that provide the basis for the scope change.
5. Paragraph 6. This paragraph applies to delay claims, including delays that the Contractor believes result in constructive acceleration. The Contractor must identify the cause of the delay, party or parties responsible, and what the party did or did not do that caused the delay, *i.e.*, specific work activities. The Contractor acknowledges that general statements are not sufficient, and do not provide the Owner with sufficient information to exercise the remedies available to the Owner or to mitigate the effects of the delay.

For example, if the Contractor claims a slow response time on submittals caused a delay, the Contractor must identify the specific submittals, all relevant dates, and then show on the applicable schedule, by circling or highlighting, the activities immediately affected by the delays. Also for example, if the Contractor claims it was delayed by another Contractor, the Contractor must identify the delaying Contractor, specifically what the delaying Contractor did or did not do that caused the delay, and then show the applicable schedule, by circling or highlighting, the activities immediately affected by the delays. Further by example, if the Contractor seeks an extension of time for unusually severe weather, the Contractor must submit comparative weather data along with a record of the actual weather at the job site and job site conditions.

6. Paragraph 6.4. Time is of the essence under the Contract Documents. If there is a delay, it is important to know what can be done to minimize the impact of the delay. It therefore is important that the Contractor provide specific recommendations on how to do so.

7. Paragraph 7. The Contractor must provide a specific and detailed breakdown of the additional compensation it seeks to recover. For future compensation, the Contractor shall provide its best estimate of such compensation.
8. Paragraph 8 and Acknowledgment. By submitting this Claim, the Contractor and its representative certify that after conscientious and thorough review and to the best of his or her knowledge and belief a) the Contractor has complied fully with the Instructions, b) the information in this Claim Form is accurate, c) the Contractor is entitled to recover the compensation in paragraph 7, and d) the Contractor has not knowingly presented a false or fraudulent claim. The Contractor by its authorized representative must acknowledge this Statement of Claim before a notary public.

**END OF INSTRUCTIONS**



**DESIGN PROFESSIONAL'S  
CERTIFICATE OF SUBSTANTIAL COMPLETION**

Project:

Contract For:

Owner:

CONTRACTOR:

City of Gahanna  
200 South Hamilton Road  
Gahanna, Ohio 43230

The Design Professional hereby certifies that the Date for Substantial Completion of the Contractor's Work as set forth in the Owner-Contractor Agreement is:

**Date:**

The Design Professional hereby certifies that the Date for Substantial Completion in the Contractor's Agreement with the Owner (the "Agreement"), as extended by Change Orders and Claims submitted by the Contractor that have been resolved, as defined below, is:

1. Date for Substantial Completion in the Agreement  
(above): \_\_\_\_\_
2. Additional days added to Date for Substantial Completion  
by Change Order: \_\_\_\_\_
3. Additional days added by Claims that have been  
Finally Resolved: \_\_\_\_\_
4. Date for Substantial Completion in the Contract  
Adjusted by days under No. 2 and No. 3 \_\_\_\_\_

The Design Professional certifies that the Contractor's Work to the best of the Design Professional's knowledge, information, and belief was Substantially Complete, as Substantial Completion is defined in the Contract Documents, on \_\_\_\_\_.

The Design Professional hereby certifies that the difference between (a) the Date for Substantial Completion adjusted by the days under No. 2 and No. 3 above and (b) the date the Contractor's Work was Substantially Complete is \_\_\_\_\_ days.

**NOTICES OF DELAY.** The Design Professional hereby certifies that all "NOTICES OF DELAY" submitted by the Contractor and described in the General Conditions are attached to this Certificate. This certification is solely for the purpose of identifying all "NOTICES OF DELAY" submitted by the Contractor and is not intended to imply that any of these NOTICES OF DELAY were properly submitted in accordance with Contract Documents or are valid.

**STATEMENT OF CLAIM FORMS.** The Design Professional hereby certifies that all Statement of Claim Forms described in the General Conditions and submitted by the Contractor are attached to this Certificate. This certification is solely for the purpose of identifying all Statement of Claim Forms submitted by the Contractor and is not intended to

imply that any of these Statement of Claim Forms were properly submitted in accordance with Contract Documents or are valid.

PUNCHLIST ITEMS. A list of items to be completed by the Contractor is attached to this Certificate. The failure to include items on this list does not change the responsibility of the Contractor to complete its Work in accordance with the Contract Documents. The Contractor shall complete all items on the Punchlist in accordance with the Contract Documents.

Security, maintenance, utilities, damage to the Work and insurance are the responsibility of the Owner and the Contractor based on their operations pursuant to final completion of the Work.

Copies of this Certificate were provided to the Contractor and the Owner on \_\_\_\_\_.

Design Professional:

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

Date:

# **APPENDIX F**

---

Gahanna Standard General Conditions  
City of Columbus Construction &  
Material Specifications Supplement  
ODOT Material Specifications  
Supplement



**CITY OF GAHANNA  
STANDARD GENERAL CONDITIONS  
OF THE CONSTRUCTION CONTRACT**

**TABLE OF CONTENTS**

	<b>Page</b>
<b>ARTICLE 1—Definitions and Terminology .....</b>	<b>1</b>
1.01    Defined Terms .....	1
1.02    Terminology .....	7
<b>ARTICLE 2—Preliminary Matters .....</b>	<b>8</b>
2.01    Delivery of Performance and Payment Bonds; Evidence of Insurance .....	8
2.02    Copies of Documents .....	8
2.03    Before Starting Construction .....	8
2.04    Preconstruction Conference; Designation of Authorized Representatives .....	9
2.05    Acceptance of Schedules .....	9
2.06    Electronic Transmittals .....	10
<b>ARTICLE 3—Contract Documents: Intent, Requirements, Reuse.....</b>	<b>10</b>
3.01    Intent.....	10
3.02    Reference Standards.....	11
3.03    Reporting and Resolving Discrepancies.....	11
3.04    Requirements of the Contract Documents .....	12
3.05    Reuse of Documents .....	13
<b>ARTICLE 4—Commencement and Progress of the Work.....</b>	<b>13</b>
4.01    Commencement of Contract Times; Notice to Proceed.....	13
4.02    Starting the Work.....	13
4.03    Reference Points .....	13
4.04    Progress Schedule.....	13
4.05    Delays in Contractor's Progress .....	14
<b>ARTICLE 5—Site; Subsurface and Physical Conditions; Hazardous Environmental Conditions .....</b>	<b>17</b>
5.01    Availability of Lands.....	17
5.02    Use of Site and Other Areas.....	17
5.03    Subsurface and Physical Conditions.....	18
5.04    Differing Subsurface or Physical Conditions.....	19

5.05	Underground Facilities.....	21
5.06	Hazardous Environmental Conditions at Site .....	22
<b>ARTICLE 6—Bonds and Insurance .....</b>		<b>24</b>
6.01	Performance, Payment, and Other Bonds .....	24
6.02	Insurance—General Provisions .....	25
6.03	Contractor’s Insurance .....	28
6.04	Builder’s Risk and Other Property Insurance.....	30
6.05	Property Losses; Subrogation .....	31
6.07	Receipt and Application of Property Insurance Proceeds .....	34
<b>ARTICLE 7—Contractor’s Responsibilities .....</b>		<b>34</b>
7.01	Contractor’s Means and Methods of Construction .....	34
7.02	Supervision and Superintendence.....	34
7.03	Labor; Working Hours.....	35
7.04	Services, Materials, and Equipment.....	35
7.05	“Or Equals” .....	335
7.06	Substitutes .....	37
7.07	Concerning Subcontractors and Suppliers.....	38
7.08	Patent Fees and Royalties.....	40
7.09	Permits.....	40
7.10	Taxes .....	41
7.11	Laws and Regulations .....	41
7.12	Record Documents.....	42
7.13	Safety and Protection .....	42
7.14	Hazard Communication Programs.....	43
7.15	Emergencies .....	43
7.16	Submittals .....	44
7.17	Contractor’s General Warranty and Guarantee.....	46
7.18	Indemnification .....	47
7.19	Delegation of Professional Design Services .....	48
<b>ARTICLE 8—Other Work at the Site .....</b>		<b>48</b>
8.01	Other Work.....	48
8.02	Coordination.....	49
8.03	Legal Relationships .....	49
<b>ARTICLE 9—Owner’s Responsibilities .....</b>		<b>50</b>

9.01	Communications to Contractor.....	50
9.02	Replacement of Engineer .....	50
9.03	Furnish Data.....	51
9.04	Pay When Due .....	51
9.05	Lands and Easements; Reports, Tests, and Drawings .....	51
9.06	Insurance .....	51
9.07	Change Orders.....	51
9.08	Inspections, Tests, and Approvals.....	51
9.09	Limitations on Owner's Responsibilities .....	51
9.10	Undisclosed Hazardous Environmental Condition .....	51
9.11	Evidence of Financial Arrangements .....	51
9.12	Safety Programs.....	51
<b>ARTICLE 10</b>	<b>—Engineer's Status During Construction .....</b>	<b>52</b>
10.01	Owner's Representative .....	52
10.02	Visits to Site .....	52
10.03	Resident Project Representative .....	52
10.04	Engineer's Authority .....	53
10.05	Determinations for Unit Price Work .....	53
10.06	Decisions on Requirements of Contract Documents and Acceptability of Work.....	53
10.07	Limitations on Engineer's Authority and Responsibilities.....	53
10.08	Compliance with Safety Program .....	54
<b>ARTICLE 11</b>	<b>—Changes to the Contract.....</b>	<b>54</b>
11.01	Amending and Supplementing the Contract .....	54
11.02	Change Orders.....	54
11.03	Work Change Directives.....	55
11.04	Field Orders .....	55
11.05	Owner-Authorized Changes in the Work .....	56
11.06	Unauthorized Changes in the Work .....	56
11.07	Change of Contract Price .....	56
11.08	Change of Contract Times .....	58
11.09	Change Proposals.....	58
11.10	Notification to Surety .....	59
<b>ARTICLE 12</b>	<b>—Claims .....</b>	<b>59</b>
12.01	Claims .....	61



<b>ARTICLE 13—Cost of the Work; Allowances; Unit Price Work .....</b>	<b>61</b>
13.01    Cost of the Work.....	61
13.02    Allowances .....	64
13.03    Unit Price Work .....	65
<b>ARTICLE 14—Tests and Inspections; Correction, Removal, or Acceptance of Defective Work</b>	<b>66</b>
14.01    Access to Work .....	66
14.02    Tests, Inspections, and Approvals.....	66
14.03    Defective Work .....	67
14.04    Acceptance of Defective Work .....	68
14.05    Uncovering Work.....	68
14.06    Owner May Stop the Work.....	68
14.07    Owner May Correct Defective Work.....	69
<b>ARTICLE 15—Payments to Contractor; Set-Offs; Completion; Correction Period.....</b>	<b>69</b>
15.01    Progress Payments .....	69
15.02    Contractor's Warranty of Title.....	73
15.03    Substantial Completion.....	73
15.04    Partial Use or Occupancy .....	74
15.05    Final Inspection .....	75
15.06    Final Payment .....	75
15.07    Waiver of Claims .....	77
15.08    Correction Period .....	77
<b>ARTICLE 16—Suspension of Work and Termination.....</b>	<b>78</b>
16.01    Owner May Suspend Work.....	78
16.02    Owner May Terminate for Cause.....	78
16.03    Owner May Terminate for Convenience .....	79
16.04    Contractor May Stop Work or Terminate.....	80
<b>ARTICLE 17—Final Resolution of Disputes.....</b>	<b>80</b>
17.01    Methods and Procedures .....	80
<b>ARTICLE 18—Miscellaneous .....</b>	<b>81</b>
18.01    Giving Notice.....	81
18.02    Computation of Times .....	81
18.03    Cumulative Remedies .....	81
18.04    Limitation of Damages.....	81
18.05    No Waiver .....	82

18.06	Survival of Obligations.....	82
18.07	Controlling Law.....	82
18.08	Assignment of Contract .....	82
18.09	Successors and Assigns .....	82
18.10	Headings.....	82
<b>ARTICLE 19.0</b>	<b>Equal Employment Opportunity and Non-Discrimination.....</b>	<b>83</b>

# STANDARD GENERAL CONDITIONS OF THE CONSTRUCTION CONTRACT

## ARTICLE 1—DEFINITIONS AND TERMINOLOGY

### 1.01 *Defined Terms*

- A. Wherever used in the Bidding Requirements or Contract Documents, a term printed with initial or all capital letters, including the term's singular and plural forms, will have the meaning indicated in the definitions below. In addition to terms specifically defined, terms with initial capital letters in the Contract Documents include references to identified articles and paragraphs, and the titles of other documents or forms.
1. *Addenda*—Written or graphic instruments issued prior to the opening of Bids which clarify, correct, or change the Bidding Requirements or the proposed Contract Documents.
  2. *Agreement or Owner-Contractor Agreement*—The written instrument, executed by Owner and Contractor, that sets forth the Contract Price and Contract Times, identifies the parties and the Engineer, and designates the specific items that are Contract Documents.
  3. *Application for Payment*—The document prepared by Contractor, in a form acceptable to Owner or Engineer, to request progress or final payments, and which is to be accompanied by such supporting documentation as is required by the Contract Documents.
  4. *Bid*—The offer of a Bidder submitted on the prescribed form setting forth the prices for the Work to be performed.
  5. *Bidder*—An individual or entity that submits a Bid to Owner.
  6. *Bidding Documents*—The Bidding Requirements, the proposed Contract Documents, and all Addenda.
  7. *Bidding Requirements*—The Advertisement or invitation to bid, Instructions to Bidders, Bid Bond or other Bid security, if any, the Bid Form, and the Bid with any attachments.
  8. *Change Order*—A document which is signed by Contractor and Owner and authorizes an addition, deletion, or revision in the Work or an adjustment in the Contract Price or the Contract Times, or other revision to the Contract, issued on or after the Effective Date of the Contract.
  9. *Change Proposal*—A written request by Contractor, duly submitted in compliance with the requirements set forth herein, seeking an adjustment in Contract Price or Contract Times; or seeking other relief with respect to the terms of the Contract.
  10. *Claim*
    - a. A demand or assertion by Owner directly to Contractor, duly submitted in compliance with the requirements set forth herein, seeking an adjustment of Contract Price or Contract Times; seeking resolution of a contractual issue that Engineer has declined to address; or seeking other relief with respect to the terms of the Contract.
    - b. A demand or assertion by Contractor directly to Owner, duly submitted in compliance with the requirements set forth herein, seeking an adjustment of



Contract Price or Contract Times, or both; or seeking resolution of a contractual issue that Engineer has declined to address.

- c. A demand or assertion by Owner or Contractor, duly submitted in compliance with the procedural requirements set forth herein, made pursuant to Paragraph 12.01.A.4, concerning disputes arising after Engineer has issued a recommendation of final payment.
  - d. A demand for money or services by a third party is not a Claim.
11. *Constituent of Concern*—Asbestos, petroleum, radioactive materials, polychlorinated biphenyls (PCBs), hazardous waste, and any substance, product, waste, or other material of any nature whatsoever that is or becomes listed, regulated, or addressed pursuant to (a) the Comprehensive Environmental Response, Compensation and Liability Act, 42 U.S.C. §§9601 et seq. (“CERCLA”); (b) the Hazardous Materials Transportation Act, 49 U.S.C. §§5501 et seq.; (c) the Resource Conservation and Recovery Act, 42 U.S.C. §§6901 et seq. (“RCRA”); (d) the Toxic Substances Control Act, 15 U.S.C. §§2601 et seq.; (e) the Clean Water Act, 33 U.S.C. §§1251 et seq.; (f) the Clean Air Act, 42 U.S.C. §§7401 et seq.; or (g) any other federal, state, or local statute, law, rule, regulation, ordinance, resolution, code, order, or decree regulating, relating to, or imposing liability or standards of conduct concerning, any hazardous, toxic, or dangerous waste, substance, or material.
12. *Contract*—The entire and integrated written contract between Owner and Contractor concerning the Work. Subject to addenda and change orders, the Contract supersedes prior negotiations, representations, or agreements whether written or oral.
13. *Contract Documents*—Those items so designated in the Agreement, and which together comprise the Contract. Unless otherwise separately agreed in writing by the Owner, only printed or hard copies of the items in the Agreement are contract Documents. Approved Shop Drawings, other Contractor’s submittals, and the reports and drawings of the subsurface and physical conditions are not Contract Documents.
14. *Contract Price*—The money that Owner has agreed to pay Contractor for completion of the Work in accordance with the Contract Documents, as stated in the Agreement.
15. *Contract Times*—The number of days or the dates as stated in the Agreement by which Contractor shall: (a) achieve Milestones, if any; (b) achieve Substantial Completion; and (c) complete the Work so that it is ready for final payment.
16. *Contractor*—The individual or entity with which Owner has contracted for performance of the Work and has entered into the Agreement.
17. *Cost of the Work*—See Paragraph 13.01 for definition.
18. *Day or Days* – For the purposes of this Agreement, unless otherwise noted herein, the term “day” or “days” shall mean business days. However, should the term day or days be in reference to a timeframe exceeding 30 days, the day or days shall be considered calendar days unless otherwise noted herein.
19. *Design Professional* – architects, engineers, designers, and others whose services have traditionally be considered “professional” activities, requiring licensure or registration by the state, or otherwise, require the knowledge and application of design principles appropriate to the Project.

20. *Drawings*—The part of the Contract that graphically shows the scope, extent, and character of the Work to be performed by Contractor. Shop Drawings and other Contractor submittals are not Drawings as so defined.
21. *Effective Date of the Contract*—The date indicated in the Agreement on which the Contract becomes effective.
22. *Electronic Document*—Any Project-related correspondence, attachments to correspondence, data, documents, drawings, information, or graphics, including but not limited to Shop Drawings and other Submittals, that are in an electronic or digital format.
23. *Electronic Means*—Electronic mail (email), upload/download from a secure Project website, or other communications methods that allow: (a) the transmission or communication of Electronic Documents; (b) the documentation of transmissions, including sending and receipt; (c) printing of the transmitted Electronic Document by the recipient; (d) the storage and archiving of the Electronic Document by sender and recipient; and (e) the use by recipient of the Electronic Document for purposes permitted by this Contract. Electronic Means does not include the use of text messaging, or of Facebook, Twitter, Instagram, or similar social media services for transmission of Electronic Documents.
24. *Engineer*—The individual or entity identified in the Agreement. If no Engineer is named for the Project, all references to Engineer shall mean Owner Engineer may also be referred as the “Design Professional”.
25. *Estimate Of Cost* -- The total estimated construction cost for the base bid Work on the Project for which bids are being solicited at this time is set forth in the Coversheet.
26. *Field Order*—A written order issued by Engineer which requires minor changes in the Work but does not change the Contract Price or the Contract Times.
27. *General Requirements* – Sections of Division 1 of the Specifications. The General Requirements pertain to all sections of the Specifications.
28. *Hazardous Environmental Condition*—The presence at the Site of Constituents of Concern in such quantities or circumstances that may present a danger to persons or property exposed thereto.
- a. The presence at the Site of materials that are necessary for the execution of the Work, or that are to be incorporated into the Work, and that are controlled and contained pursuant to industry practices, Laws and Regulations, and the requirements of the Contract, is not a Hazardous Environmental Condition.
  - b. The presence of Constituents of Concern that are to be removed or remediated as part of the Work is not a Hazardous Environmental Condition.
  - c. The presence of Constituents of Concern as part of the routine, anticipated, and obvious working conditions at the Site, is not a Hazardous Environmental Condition.
29. *Laws and Regulations; Laws or Regulations*—Any and all applicable laws, statutes, rules, regulations, ordinances, codes, and binding decrees, resolutions, and orders of any and all governmental bodies, agencies, authorities, and courts having jurisdiction.
30. *Liens*—Charges, security interests, or encumbrances upon Contract-related funds, real property, or personal property.

31. *Milestone*—A principal event in the performance of the Work that the Contract requires Contractor to achieve by an intermediate completion date, or by a time prior to Substantial Completion of all the Work.
32. *Notice of Award*—The written notice by Owner to a Bidder of Owner's acceptance of the Bid.
33. *Notice to Proceed*—A written notice by Owner to Contractor fixing the date on which the Contract Times will commence to run and on which Contractor shall start to perform the Work.
34. *Owner*—The individual or entity with which Contractor has contracted regarding the Work, and which has agreed to pay Contractor for the performance of the Work, pursuant to the terms of the Contract. The Owner is the City of Gahanna, Ohio.
35. *Progress Schedule*—A schedule, prepared and maintained by Contractor, describing the sequence and duration of the activities comprising Contractor's plan to accomplish the Work within the Contract Times. The Progress Schedule may also be referred to as the Construction Schedule.
36. *Project Manual*—The written documents prepared for, or made available for, procuring and constructing the Work, including but not limited to the Bidding Documents or other construction procurement documents, geotechnical and existing conditions information, the Agreement, bond forms, General Conditions, Modified General Conditions, and Specifications. The contents of the Project Manual may be bound in one or more volumes.
37. *Project*—The total undertaking to be accomplished for Owner by engineers, contractors, and others, including planning, study, design, construction, testing, commissioning, and start-up, and of which the Work to be performed under the Contract Documents is a part.
38. *Resident Project Representative*—The authorized representative of Engineer assigned to assist Engineer at the Site. As used herein, the term Resident Project Representative (RPR) includes any assistants or field staff of Resident Project Representative.
39. *Samples*—Physical examples of materials, equipment, or workmanship that are representative of some portion of the Work and that establish the standards by which such portion of the Work will be judged.
40. *Schedule of Submittals*—A schedule, prepared and maintained by Contractor, of required submittals and the time requirements for Engineer's review of the submittals. If the Owner or Engineer prepares a Bid Schedule breaking the Work down into estimated quantities (pay items) for the purpose of bidding the Work, the Schedule of Values shall be the Bid Schedule. If there is any part of the Work that is not identified in the Bid Schedule, such part shall be deemed incidental to Work identified in the Bid Schedule.
41. *Schedule of Values*—For non-unit price items, a schedule, prepared and maintained by Contractor, allocating portions of the Contract Price to various portions of the Work and used as the basis for reviewing Contractor's Applications for Payment.
42. *Shop Drawings*—All drawings, diagrams, illustrations, schedules, and other data or information that are specifically prepared or assembled by or for Contractor and submitted by Contractor to illustrate some portion of the Work. Shop Drawings, whether approved or not, are not Drawings and are not Contract Documents.



43. *Site*—Lands or areas indicated in the Contract Documents as being furnished by Owner upon which the Work is to be performed, including rights-of-way and easements, and such other lands or areas furnished by Owner which are designated for the use of Contractor.
44. *Specifications*—The part of the Contract that consists of written requirements for materials, equipment, systems, standards, and workmanship as applied to the Work, and certain administrative requirements and procedural matters applicable to the Work.
45. *Subcontractor*—An individual or entity having a direct contract with Contractor or with any other Subcontractor for the performance of a part of the Work.
46. *Successful Bidder* – The Bidder whose Bid the Owner accepts, and to which the Owner makes an award of contract, subject to stated conditions.
47. *Submittal*—A written or graphic document, prepared by or for Contractor, which the Contract Documents require Contractor to submit to Engineer, or that is indicated as a Submittal in the Schedule of Submittals accepted by Engineer. Submittals may include Shop Drawings and Samples; schedules; product data; Owner-delegated designs; sustainable design information; information on special procedures; testing plans; results of tests and evaluations, source quality-control testing and inspections, and field or Site quality-control testing and inspections; warranties and certifications; Suppliers' instructions and reports; records of delivery of spare parts and tools; operations and maintenance data; Project photographic documentation; record documents; and other such documents required by the Contract Documents. Submittals, whether or not approved or accepted by Engineer, are not Contract Documents. Change Proposals, Change Orders, Claims, notices, Applications for Payment, and requests for interpretation or clarification are not Submittals.
48. *Substantial Completion*—The time at which the Work (or a specified part thereof) has progressed to the point where, in the sole and exclusive opinion of Owner, the Work (or a specified part thereof) is sufficiently complete, in accordance with the Contract Documents, so that the Work (or a specified part thereof) can be utilized for the purposes for which it is intended. The terms "substantially complete" and "substantially completed" as applied to all or part of the Work refer to Substantial Completion of such Work. Substantial Completion is further defined as (i) that degree of completion of the Project's operating facilities or systems sufficient to provide Owner the full time, uninterrupted, and continuous beneficial operation of the Work; and (ii) all required functional performance, and acceptance or start up testing has been successfully demonstrated for all components, devices, equipment, and instrumentation and control to the sole and exclusive satisfaction of Owner in accordance with the requirements of the Specifications.
49. *Successful Bidder*— The Bidder whose Bid the Owner accepts, and to which the Owner makes an award of contract, subject to stated conditions.
50. *Supplementary Conditions*—The part of the Contract Documents that amends or supplements these General Conditions. If additional supplements are included in the Contract Documents, they may be in the form of Supplementary or Special Conditions.
51. *Supplier*—A manufacturer, fabricator, supplier, distributor, or vendor having a direct contract with Contractor or with any Subcontractor to furnish materials or equipment to be incorporated in the Work by Contractor or a Subcontractor.

52. *Technical Data*

- a. Those items expressly identified as Technical Data in the Supplementary Conditions, with respect to either (1) existing subsurface conditions at or adjacent to the Site, or existing physical conditions at or adjacent to the Site including existing surface or subsurface structures (except Underground Facilities) or (2) Hazardous Environmental Conditions at the Site.
- b. If no such express identifications of Technical Data have been made with respect to conditions at the Site, then Technical Data is defined, with respect to conditions at the Site under Paragraphs 5.03, 5.04, and 5.06, as the data contained in boring logs, recorded measurements of subsurface water levels, assessments of the condition of subsurface facilities, laboratory test results, and other factual, objective information regarding conditions at the Site that are set forth in any geotechnical, environmental, or other Site or facilities conditions report prepared for the Project and made available to Contractor.
- c. Information and data regarding the presence or location of Underground Facilities are not intended to be categorized, identified, or defined as Technical Data, and instead Underground Facilities are shown or indicated on the Drawings.

52. *Underground Facilities*—All active or not-in-service underground lines, pipelines, conduits, ducts, encasements, cables, wires, manholes, vaults, tanks, tunnels, or other such facilities or systems at the Site, including but not limited to those facilities or systems that produce, transmit, distribute, or convey telephone or other communications, cable television, fiber optic transmissions, power, electricity, light, heat, gases, oil, crude oil products, liquid petroleum products, water, steam, waste, wastewater, storm water, other liquids or chemicals, or traffic or other control systems. An abandoned facility or system is not an Underground Facility.

54. *Unit Price Work*—Work to be paid for on the basis of unit prices.

55. *Work*—The entire construction or the various separately identifiable parts thereof required to be provided under the Contract Documents. Work includes and is the result of performing or providing all labor, services, and documentation necessary to produce such construction; furnishing, installing, and incorporating all materials and equipment into such construction; and may include related services such as testing, start-up, and commissioning, all as required by the Contract Documents.

56. *Work Change Directive*—A written directive to Contractor issued on or after the Effective Date of the Contract, signed by Owner and recommended by Engineer, ordering an addition, deletion, or revision in the Work or responding to the differing or unforeseen subsurface or physical conditions under which the Work is to be performed or to respond to emergencies. A Work Change Directive will not change the Contract Price or the Contract Times but is evidence that the parties expect that the change ordered or documented by a Work Change Directive will be incorporated in a subsequently issued Change order following negotiations by the parties as to its effect, if any, on the Contract Price or Contract Times

Should the Work Change Directive be required as a result of Contractor's negligence or omission, the Contractor agrees to bear the costs of any work to correct its negligence or omission with no additional cost to the Owner nor any additional time to the schedule.

## 1.02 Terminology

- A. The words and terms discussed in Paragraphs 1.02.B, C, D, and E are not defined terms that require initial capital letters, but, when used in the Bidding Requirements or Contract Documents, have the indicated meaning.
- B. *Intent of Certain Terms or Adjectives:* The Contract Documents include the terms “as allowed,” “as approved,” “as ordered,” “as directed” or terms of like effect or import to authorize an exercise of professional judgment by Engineer. In addition, the adjectives “reasonable,” “suitable,” “acceptable,” “proper,” “satisfactory,” or adjectives of like effect or import are used to describe an action or determination of Engineer as to the Work. It is intended that such exercise of professional judgment, action, or determination will be solely to evaluate, in general, the Work for compliance with the information in the Contract Documents and with the design concept of the Project as a functioning whole as shown or indicated in the Contract Documents (unless there is a specific statement indicating otherwise). The use of any such term or adjective is not intended to and shall not be effective to assign to Engineer any duty or authority to supervise or direct the performance of the Work, or any duty or authority to undertake responsibility contrary to the provisions of Article 10 or any other provision of the Contract Documents.
- C. *Day:* The word “day” means a day of twenty-four (24) hours measured from midnight to the next midnight.
- D. *Defective:* The word “defective,” when modifying the word “Work,” refers to Work that is unsatisfactory, faulty, or deficient in that it:
  - 1. does not conform to the Contract Documents;
  - 2. does not meet the requirements of any applicable inspection, reference standard, test, or approval referred to in the Contract Documents; or
  - 3. has been damaged prior to Engineer’s recommendation of final payment (unless responsibility for the protection thereof has been assumed by Owner at Substantial Completion in accordance with Paragraph 15.03 or Paragraph 15.04).
- E. *Furnish, Install, Perform, Provide*
  - 1. The word “furnish,” when used in connection with services, materials, or equipment, means to supply and deliver said services, materials, or equipment to the Site (or some other specified location) ready for use or installation and in usable or operable condition.
  - 2. The word “install,” when used in connection with services, materials, or equipment, means to put into use or place in final position said services, materials, or equipment complete and ready for intended use.
  - 3. The words “perform” or “provide,” when used in connection with services, materials, or equipment, means to furnish and install said services, materials, or equipment complete and ready for intended use.
  - 4. If the Contract Documents establish an obligation of Contractor with respect to specific services, materials, or equipment, but do not expressly use any of the four words “furnish,” “install,” “perform,” or “provide,” then Contractor shall furnish and install said services, materials, or equipment complete and ready for intended use.
- F. *Contract Price or Contract Times:* References to a change in “Contract Price or Contract Times” or “Contract Times or Contract Price” or similar, indicate that such



change applies to (1) Contract Price, (2) Contract Times, or (3) both Contract Price and Contract Times, as warranted, even if the term “or both” is not expressed.

- G. Unless stated otherwise in the Contract Documents, words or phrases that have a well-known technical or construction industry or trade meaning are used in the Contract Documents in accordance with such recognized meaning.

## **ARTICLE 2—PRELIMINARY MATTERS**

### **2.01 *Delivery of Performance and Payment Bonds; Evidence of Insurance***

- A. *Performance and Payment Bonds*: When Contractor delivers the signed counterparts of the Agreement to Owner, Contractor shall also deliver to Owner the performance bond and payment bond (if the Contract requires Contractor to furnish such bonds).
- B. *Evidence of Contractor's Insurance*: When Contractor delivers the signed counterparts of the Agreement to Owner, Contractor shall also deliver to Owner, with copies to each additional insured (as identified in the Contract), the Owner approved copies of certificates, endorsements, and other evidence of insurance required to be provided by Contractor in accordance with Article 6, except to the extent the Modified General Conditions expressly establish other dates for delivery of specific insurance policies.

### **2.02 *Copies of Documents***

- A. Owner shall furnish to Contractor one fully executed Agreement in paper format upon request.

### **2.03 *Before Starting Construction***

- A. *Preliminary Schedules*: Within ten (10) calendar days after the Effective Date of the Contract (or as otherwise required by the Contract Documents), Contractor shall submit to Engineer for timely review:
1. a preliminary Progress Schedule indicating the times (numbers of days or dates) for starting and completing the various stages of the Work, including any Milestones specified in the Contract;
  2. a preliminary Schedule of Submittals; and
  3. a preliminary Schedule of Values for all of the Work which includes quantities and prices of items which when added together equal the Contract Price and subdivides the Work into component parts in sufficient detail to serve as the basis for progress payments during performance of the Work. Such prices will include an appropriate amount of overhead and profit applicable to each item of Work. The total of the schedule of values prepared for the Work, as required by the General Conditions, shall not exceed the Bid submitted for the Work, unless such amount is adjusted as provided in the Contract Documents.
- B. The Contractor shall prepare the Progress Schedule within ten (10) calendar days of the date of the Notice to Proceed. The Progress Schedule shall include and be consistent with any applicable Milestone Dates in the Construction Documents. The Contractor shall prepare all Progress Schedules in CPM format unless provided otherwise in the Contract Document or otherwise agreed in writing by the Owner. The Progress Schedule is for coordinating the timing, phasing, and sequence of the Work of the contractors and shall not change or modify the date for Substantial Completion. The date for Substantial Completion shall only be changed or modified by Change Order, other Modification, or a Claim that is finally resolved, regardless of the date in the Proposed Schedule.

1. The Contractor shall update the Progress Schedule each month. In preparing and updating the Progress Schedule, the Contractor shall take into consideration but not be bound by the scheduling and other information submitted by the other contractors and subcontractors.
  2. The Progress Schedule shall be manpower loaded and shall include a schedule of the submission of Shop Drawings, Product Data, and Samples.
  3. The Contractor shall, on a weekly basis, prepare and submit to the Engineer a written report describing the activities begun or finished during the preceding week, Work in progress, expected completion of the Work, a look-ahead projection of all activities to be started or finished in the upcoming two (2) weeks, including without limitation the Contractor's workforce crew size and total resource hours associated with such Work and any other information requested by the Engineer.
  4. The float in the Progress Schedule and any updates to it shall belong to the Owner. Float shall mean the amount of time by which activities may be delayed without affecting the Contract date for Substantial Completion.
  5. Should the schedule change in any material manner, as solely determined by the Engineer, the Contractor shall, without additional costs to the project, notify the residents and business owners immediately proximate to the project of the schedule change via door hangers or other appropriate methods as determined by the Engineer.
- C. The Contractor's obligation to furnish requested scheduling information is a material term of its Contract. If the Contractor fails to furnish requested scheduling information in writing within ten (10) days of a request for such information from the Design Professional or Owner, the Contractor shall pay and the Owner may withhold from the Contractor Liquidated Damages at the rate of One Hundred (\$100.00) a day for each calendar day thereafter that the Contractor fails to furnish the requested information.
- D. THE PERIODS OF TIME IN THE PROJECT CONSTRUCTION SCHEDULE ARE OF THE ESSENCE TO THIS CONTRACT. THE CONTRACTOR SHALL PROSECUTE ITS WORK IN ACCORDANCE WITH THE CURRENT PROJECT CONSTRUCTION SCHEDULE.

#### 2.04 *Preconstruction Conference; Designation of Authorized Representatives*

- A. Before any Work at the Site is started, a conference attended by Owner, Contractor, Engineer, and others as appropriate will be held to establish a working understanding among the parties as to the Work, and to discuss the schedules referred to in Paragraph 2.03.A, procedures for handling Shop Drawings, Samples, and other Submittals, processing Applications for Payment, electronic or digital transmittals, and maintaining required records.
- B. At this conference Owner and Contractor each shall designate, in writing, a specific individual to act as its authorized representative with respect to the services and responsibilities under the Contract. Such individuals shall have the authority to transmit and receive information, render decisions relative to the Contract, and otherwise act on behalf of each respective party.

#### 2.05 *Initial Acceptance of Schedules*

- A. At least ten (10) days before submission of the first Application for Payment a conference, attended by Contractor, Engineer, and others as appropriate, will be held to review for acceptability to Engineer as provided below the schedules submitted in accordance with Paragraph 2.03.A. Contractor shall have an additional ten (10) days

to make corrections and adjustments and to complete and resubmit the schedules. No progress payment shall be made to Contractor until acceptable schedules are submitted to Engineer.

1. The Progress Schedule will be acceptable to Engineer if it provides an orderly progression of the Work to completion within the Contract Times. Such acceptance will not impose on Engineer responsibility for the Progress Schedule, for sequencing, scheduling, or progress of the Work, nor interfere with or relieve Contractor from Contractor's full responsibility therefor.
2. Contractor's Schedule of Submittals will be acceptable to Engineer if it provides a workable arrangement for reviewing and processing the required submittals.
3. Contractor's Schedule of Values will be acceptable to Engineer as to form and substance if it provides a reasonable allocation of the Contract Price to the component parts of the Work. Once approved by the Engineer, the Contractor will not change the allocation of the Contract Price to the component parts of the Work without the Engineer's written approval. The Engineer thereafter may from time to time require the Contractor to adjust such schedule if the Engineer determines it to be in any way unreasonable or inaccurate. The Contractor then shall adjust the schedule of values as required by the Engineer within ten (10) days.

#### 2.06 *Electronic Transmittals*

- A. Except as otherwise stated elsewhere in the Contract, the Owner, Engineer, and Contractor may send, and shall accept, Electronic Documents transmitted by Electronic Means.
- B. If the Contract does not establish protocols for Electronic Means, then Owner, Engineer, and Contractor shall jointly develop such protocols.
- C. Subject to any governing protocols for Electronic Means, when transmitting Electronic Documents by Electronic Means, the transmitting party makes no representations as to long-term compatibility, usability, or readability of the Electronic Documents resulting from the recipient's use of software application packages, operating systems, or computer hardware differing from those used in the drafting or transmittal of the Electronic Documents.

### **ARTICLE 3—CONTRACT DOCUMENTS: INTENT, REQUIREMENTS, REUSE**

#### 3.01 *Intent*

- A. The Contract Documents are complementary; what is required by one Contract Document is as binding as if required by all.
- B. It is the intent of the Contract Documents to describe a functionally complete Project (or part thereof) to be constructed in accordance with the Contract Documents.
- C. Unless otherwise stated in the Contract Documents, if there is a discrepancy between the electronic versions of the Contract Documents (including any printed copies derived from such electronic versions) and the printed record version, the printed record version will govern.
- D. The Contract supersedes prior negotiations, representations, and agreements, whether written or oral.
- E. Owner and/or Engineer will issue clarifications and interpretations of the Contract Documents as provided herein.



- F. Any provision or part of the Contract Documents held to be void or unenforceable under any Law or Regulation will be deemed stricken, and all remaining provisions will continue to be valid and binding upon Owner and Contractor, which agree that the Contract Documents will be reformed to replace such stricken provision or part thereof with a valid and enforceable provision that comes as close as possible to expressing the intention of the stricken provision.
- G. Nothing in the Contract Documents creates:
  - 1. any contractual relationship between Owner or Engineer and any Subcontractor, Supplier, or other individual or entity performing or furnishing any of the Work, for the benefit of such Subcontractor, Supplier, or other individual or entity; or
  - 2. any obligation on the part of Owner or Engineer to pay or to see to the payment of any money due any such Subcontractor, Supplier, or other individual or entity, except as may otherwise be required by Laws and Regulations.

### 3.02 *Reference Standards*

#### A. *Standards Specifications, Codes, Laws and Regulations*

- 1. Reference in the Contract Documents to standard specifications, manuals, reference standards, or codes of any technical society, organization, or association, or to Laws or Regulations, whether such reference be specific or by implication, means the standard specification, manual, reference standard, code, or Laws or Regulations in effect at the time of opening of Bids (or on the Effective Date of the Contract if there were no Bids), except as may be otherwise specifically stated in the Contract Documents.
- 2. No provision of any such standard specification, manual, reference standard, or code, and no instruction of a Supplier, will be effective to change the duties or responsibilities of Owner, Contractor, or Engineer from those set forth in the part of the Contract Documents prepared by or for Engineer. No such provision or instruction shall be effective to assign to Owner or Engineer any duty or authority to supervise or direct the performance of the Work, or any duty or authority to undertake responsibility inconsistent with the provisions of the part of the Contract Documents prepared by or for Engineer.

### 3.03 *Reporting and Resolving Discrepancies*

#### A. *Reporting Discrepancies*

- 1. *Contractor's Verification of Figures and Field Measurements:* In addition to its obligations under the Instructions to Bidders, before undertaking each part of the Work, Contractor shall carefully study the Contract Documents, and check and verify pertinent figures and dimensions therein, particularly with respect to applicable field measurements. Contractor shall promptly report in writing to Engineer any conflict, error, ambiguity, or discrepancy that Contractor discovers, or has actual knowledge of, and shall not proceed with any Work affected thereby until the conflict, error, ambiguity, or discrepancy is resolved by a clarification or interpretation by Owner, or by an amendment or supplement to the Contract issued pursuant to Paragraph 11.01.
- 2. *Contractor's Review of Contract Documents:* If, before or during the performance of the Work, Contractor discovers any conflict, error, ambiguity, or discrepancy within the Contract Documents, or between the Contract Documents and (a) any applicable Law or Regulation, (b) actual field conditions, (c) any standard specification, manual, reference standard, or code, or (d) any instruction of any

Supplier, then Contractor shall promptly report it to the Owner and Engineer in writing. Contractor shall not proceed with the Work affected thereby (except in an emergency as required by Paragraph 7.15) until the conflict, error, ambiguity, or discrepancy is resolved, by a clarification or interpretation by Engineer, or by an amendment or supplement to the Contract issued pursuant to Paragraph 11.01.

3. Contractor shall not be liable to Owner or Engineer for failure to report any conflict, error, ambiguity, or discrepancy in the Contract Documents unless Contractor had actual knowledge thereof or Contractor failed to perform its obligations under the Instructions to Bidders.
4. In addition to its obligations under the Information and Requirements for Bidders, if Contractor proceeds with work that Contractor had actual knowledge or should have known that a conflict, error, ambiguity, or discrepancy existed as indicated above, correction of work constructed without such notification to Engineer shall be at Contractor's expense, (except in an emergency as authorized pursuant to the terms of the contract).

**B. *Resolving Discrepancies***

1. Except as may be otherwise specifically stated in the Contract Documents, the provisions of the part of the Contract Documents prepared by or for Engineer take precedence in resolving any conflict, error, ambiguity, or discrepancy between such provisions of the Contract Documents and:
  - a. the provisions of any standard specification, manual, reference standard, or code, or the instruction of any Supplier (whether or not specifically incorporated by reference as a Contract Document); or
  - b. the provisions of any Laws or Regulations applicable to the performance of the Work (unless such an interpretation of the provisions of the Contract Documents would result in violation of such Law or Regulation).
2. Within the Contract Documents, requirements of the Agreement shall take precedence over the Modified General Conditions, which shall take precedence over the Specifications, which shall take precedence over the Drawings.
3. Within a particular Contract Document, figure dimensions on Drawings shall take precedence over general Drawings. Specific instructions or specifications shall take precedence over general instructions or specifications.

**3.04 *Requirements of the Contract Documents***

- A. During the performance of the Work and until final payment, Contractor shall submit to the Engineer in writing all matters in question concerning the requirements of the Contract Documents (sometimes referred to as requests for information or interpretation—RFIs), or relating to the acceptability of the Work under the Contract Documents, as soon as possible after such matters arise. Engineer will be the initial interpreter of the requirements of the Contract Documents, and judge of the acceptability of the Work.
- B. Engineer will, with reasonable promptness, render a written clarification, interpretation, or decision on the issue submitted, or initiate an amendment or supplement to the Contract Documents. Engineer's written clarification, interpretation, or decision will be final and binding on Contractor, unless it appeals filing a Claim in accordance with the procedural requirements in the Contract Documents.

- C. . If Owner and Contractor are unable to agree on resolution of such a matter in question, either party may pursue resolution as provided in Article 12.

3.05 *Reuse of Documents*

- A. Contractor and its Subcontractors and Suppliers shall not:
1. have or acquire any title to or ownership rights in any of the Drawings, Specifications, or other documents (or copies of any thereof) prepared by or bearing the seal of Engineer or its consultants, including electronic media versions, or reuse any such Drawings, Specifications, other documents, or copies thereof on extensions of the Project or any other project without written consent of Owner and Engineer and specific written verification or adaptation by Engineer; or
  2. have or acquire any title or ownership rights in any other Contract Documents, reuse any such Contract Documents for any purpose without Owner's express written consent, or violate any copyrights pertaining to such Contract Documents.
- B. The prohibitions of this Paragraph 3.05 will survive final payment, or termination of the Contract. Nothing herein precludes Contractor from retaining copies of the Contract Documents for record purposes.

**ARTICLE 4—COMMENCEMENT AND PROGRESS OF THE WORK**

4.01 *Commencement of Contract Times; Notice to Proceed*

- A. The Contract Times will commence to run on the Effective Date of the Contract or, if a Notice to Proceed is given, on the day indicated in the Notice to Proceed. A Notice to Proceed may be given at any time within sixty (60) days after the date bids are received for the Project. In no event will the Contract Times commence to run later than the sixtieth (60<sup>th</sup>) day after the day of Bid opening unless mutually agreed to by the Owner and the Contractor.

4.02 *Starting the Work*

- A. Contractor shall start to perform the Work on the date when the Contract Times commence to run. No Work may be done at the Site prior to such date.

4.03 *Reference Points*

- A. *Should the Owner determine that a survey is required, the Owner shall provide engineering surveys to establish reference points for construction which in the Engineer's judgment are necessary to enable Contractor to proceed with the Work. Contractor shall be responsible for laying out the Work, shall protect and preserve the established reference points and property monuments, and shall make no changes or relocations without the prior written approval of Owner. Contractor shall report to Engineer whenever any reference point or property monument is lost or destroyed or requires relocation because of necessary changes in grades or locations and shall be responsible for the accurate replacement or relocation of such reference points or property monuments by professionally qualified personnel.*4.04 *Progress Schedule*

- A. Contractor shall adhere to the Construction Schedule established in accordance with the Contract Documents.
1. The Date for Substantial completion shall be changed or modified only by Change Order, other written Modification, or a Claim that Finally Resolved, regardless of the date in the Construction Schedule.



- B. Contractor shall carry on the Work and adhere to the Progress Schedule during all disputes or disagreements with Owner. No Work will be delayed or postponed pending resolution of any disputes or disagreements, or during any appeal process, except as permitted by Paragraph 16.04, or as Owner and Contractor may otherwise agree in writing.
- C. The float in the Progress Schedule and any updates to it shall belong to Owner. Float shall mean the amount of time by which activities may be delayed without affecting the Contract Date for Substantial Completion.
- D. The Contractor's obligation to Furnish scheduling information is a material term of its Contract. If the Contractor fails to furnish requested scheduling information in writing within five (5) days of a request for such information from the Engineer or Owner, the Contractor shall pay and the Owners may withhold from the Contractor, Liquidated Damages at the rate of one-hundred (\$100) dollars per day for each calendar day thereafter that the Contractor fails to furnish the requested information.
- E. THE PERIODS OF TIME IN THE PROJECT CONSTRUCTION SCHEDULE ARE OF THE ESSENCE TO THIS CONTRACT. THE CONTRACTOR SHALL PROSECURE ITS WORK IN ACCORDANCE WITH THE CURRENT PROJECT CONSTRUCTION SCHEDULE.

#### 4.05 *Delays in Contractor's Progress*

- A. Excusable, Compensable Delays: Unless otherwise provided in the agreed upon schedule or due to an imminent and unforeseen safety issue, if Owner, Engineer, or anyone for whom Owner is responsible, delays, disrupts, or interferes with the performance or progress of the Work, then Contractor shall be entitled to an equitable adjustment in Contract Price or Contract Times.
- B. Non-Excusable Delays: Contractor shall not be entitled to an adjustment in Contract Price or Contract Times for delay, disruption, or interference caused by or within the control of Contractor. Delay, disruption, and interference attributable to and within the control of a Subcontractor or Supplier shall be deemed to be within the control of Contractor.
- C. Excusable, Non-Compensable Delays: If Contractor's performance or progress is delayed, disrupted, or interfered with by unanticipated causes not the fault of and beyond the control of Owner, Contractor, and those for which they are responsible, then Contractor shall be entitled to an equitable adjustment in Contract Times. Such an adjustment will be Contractor's sole and exclusive remedy for the delays, disruption, and interference described in this paragraph. Causes of delay, disruption, or interference that may give rise to an adjustment in Contract Times under this paragraph include but are not limited to the following:
  - 1. Severe and unavoidable natural catastrophes such as fires, floods, pandemics, epidemics, and earthquakes;
  - 2. weather conditions as provided in Paragraph 4.05;
  - 3. Acts or failures to act of third-party utility owners or other third-party entities (other than those third-party utility owners or other third-party entities performing other work at or adjacent to the Site as arranged by or under contract with Owner, as contemplated in Article 8); and
  - 4. Acts of war or terrorism.

- D. Contractor's entitlement to an adjustment of Contract Times or Contract Price is limited as follows:
1. Contractor's entitlement to an adjustment of the Contract Times is conditioned on the delay, disruption, or interference adversely affecting an activity on the critical path to completion of the Work, as of the time of the delay, disruption, or interference.
  2. Contractor shall not be entitled to an adjustment in Contract Price for any delay, disruption, or interference if such delay is concurrent with a delay, disruption, or interference caused by or within the control of Contractor. Such a concurrent delay by Contractor shall not preclude an adjustment of Contract Times to which Contractor is otherwise entitled.
  3. Adjustments of Contract Times or Contract Price are subject to the provisions of Article 11.
  4. However, Contractor shall not be entitled to an adjustment in Contract Price or Contract Times for any delay, disruption, or interference if such delay is concurrent with a delay, disruption, or interference caused by or within the control of Contractor.
- E. Each Contractor request or Change Proposal seeking an increase in Contract Times or Contract Price must be supplemented by supporting data that sets forth in detail the following:
1. The circumstances that form the basis for the requested adjustment;
  2. The date upon which each cause of delay, disruption, or interference began to affect the progress of the Work;
  3. The date upon which each cause of delay, disruption, or interference ceased to affect the progress of the Work;
  4. The number of days' increase in Contract Times claimed as a consequence of each such cause of delay, disruption, or interference; and
  5. The impact on Contract Price, in accordance with the provisions of Paragraph 11.07.
- Contractor shall also furnish such additional supporting documentation as Owner or Engineer may require including, where appropriate, a revised progress schedule indicating all the activities affected by the delay, disruption, or interference, and an explanation of the effect of the delay, disruption, or interference on the critical path to completion of the Work.
- F. Delays, disruption, and interference to the performance or progress of the Work resulting from the existence of a differing subsurface or physical condition, an Underground Facility that was not shown or indicated by the Contract Documents, or not shown or indicated with reasonable accuracy, and those resulting from Hazardous Environmental Conditions, are governed by Article 5, together with the provisions of Paragraphs 4.05.D and 4.05.E.
- G. Paragraph 8.03 addresses delays, disruption, and interference to the performance or progress of the Work resulting from the performance of certain other work at or adjacent to the Site.
- H. Weather Delays. When the Contractor is prevented from completing any part of the Work on the critical path within the Contract Time due to weather conditions, if a

Change Proposal is made therefor as provided in the Contract, the Contract Times will be extended by one (1) day for each workday lost due to weather that delays Work on the critical path in excess of those in the following table:

Month	Workdays Lost Due to Weather
January	8
February	8
March	7
April	6
May	5
June	5
July	4
August	4
September	5
October	5
November	5
December	6

- I. The Contractor acknowledges and agrees that the Owner and/or parties in privity of contract with the Owner may delay, interfere with and/or disrupt the Contractor's Work, and such actions shall not constitute a breach of contract by the Owner, since the Contractor is entitled to additional compensation by properly pursuing a Change Proposal and Claim as permitted by these Modified General Conditions. Pending the final resolution of a Claim, the Contractor shall continue performance of the Work.
- J. If the Owner determines that the performance of the Work has not progressed such that it is likely that the Contractor will not substantially complete its Work by its Date for Substantial Completion based upon the Contractor's failure to achieve specific milestone dates contained within the Progress Schedule, the Owner shall have the right to order the Contractor to take corrective measures necessary to expedite the Work, including, without limitation: (a) working additional shifts or overtime; (ii) supplying additional manpower, equipment, and facilities; and (iii) other similar measures (collectively referred to as "Corrective Measures"). If the Owner orders the Contractor to take such corrective measures, and regardless of any claims, disputes or objections, the Contractor shall take and continue such Corrective Measures until



the Owner is satisfied that the Contractor is likely to substantially complete its Work by its Date for Substantial Completion

1. The Contractor shall not be entitled to adjustment in the Contract Sum in connection with the Corrective Measures required by the Owner pursuant to Paragraph 4.05(J), unless the Contractor is able to establish that it is entitled to additional compensation under other terms of the Contract Documents.

## **ARTICLE 5—SITE; SUBSURFACE AND PHYSICAL CONDITIONS; HAZARDOUS ENVIRONMENTAL CONDITIONS**

### **5.01 *Availability of Lands***

- A. Owner shall furnish the Site. Owner shall notify Contractor in writing of any encumbrances or restrictions not of general application but specifically related to use of the Site with which Contractor must comply in performing the Work.
- B. Upon reasonable written request, Owner shall furnish Contractor with Notice of Commencement prepared for the Project, conforming to the provisions of Ohio Revised Code Section 1311.252.
- C. Contractor shall provide for all additional lands and access thereto that may be required for temporary construction facilities or storage of materials and equipment.
- D. Contractor shall not use adjacent sites, streets or land outside the Project limits unless Engineer has provided written authorization after reviewing the site-specific locations of that use. Contractor must follow dates, times, area restrictions, as approved by Engineer. Contractor shall be responsible for, and the Owners may withhold from the Contractor, Liquidated Damages at the rate of one-hundred (\$100) dollars per day for each calendar day in violation of this provision.

### **5.02 *Use of Site and Other Areas***

#### **A. *Limitation on Use of Site and Other Areas***

1. Contractor shall confine construction equipment, temporary construction facilities, the storage of materials and equipment, and the operations of workers to the Site, adjacent areas that Contractor has arranged to use through construction easements or otherwise, and other adjacent areas permitted by Laws and Regulations, and shall not unreasonably encumber the Site and such other adjacent areas with construction equipment or other materials or equipment. Contractor shall assume full responsibility for (a) damage to the Site; (b) damage to any such other adjacent areas used for Contractor's operations; (c) damage to any other adjacent land or areas, or to improvements, structures, utilities, or similar facilities located at such adjacent lands or areas; and (d) for injuries and losses sustained by the owners or occupants of any such land or areas; provided that such damage or injuries result from the performance of the Work or from other actions or conduct of the Contractor or those for which Contractor is responsible.
2. If a damage or injury claim is made by the owner or occupant of any such land or area because of the performance of the Work, or because of other actions or conduct of the Contractor or those for which Contractor is responsible, Contractor shall (a) take immediate corrective or remedial action as required by Paragraph 7.13, or otherwise; (b) promptly attempt to settle the claim as to all parties through negotiations with such owner or occupant, or otherwise resolve the claim by arbitration or other dispute resolution proceeding, or in a court of competent jurisdiction; and (c) to the fullest extent permitted by Laws and

Regulations, indemnify and hold harmless Owner and Engineer, and the officers, directors, members, partners, employees, agents, consultants and subcontractors of each and any of them, from and against any such claim, and against all costs, losses, and damages (including but not limited to all fees and charges of engineers, architects, attorneys, and other professionals and all court or arbitration or other dispute resolution costs) arising out of or relating to any claim or action, legal or equitable, brought by any such owner or occupant against Owner, Engineer, or any other party indemnified hereunder to the extent caused directly or indirectly, in whole or in part by, alleged to have been caused by, or based upon, Contractor's performance of the Work, or because of other actions or conduct of the Contractor or those for which Contractor is responsible.

- B. *Removal of Debris During Performance of the Work:* During the progress of the Work the Contractor shall keep the Site and other adjacent areas free from accumulations of waste materials, rubbish, and other debris. Removal and disposal of such waste materials, rubbish, and other debris will conform to applicable Laws and Regulations.

After receiving written notice from the Owner of excessive debris at the Site, should the Contractor fail to keep the Site free of debris including dirt and stone the Owner, at its sole discretion, may perform cleaning services and deduct the costs of those services from the contract price.

- C. *Cleaning:* Prior to Substantial Completion of the Work Contractor shall clean the Site and the Work and make it ready for utilization by Owner. At the completion of the Work Contractor shall remove from the Site and adjacent areas all tools, appliances, construction equipment and machinery, and surplus materials and shall restore to original condition all property not designated for alteration by the Contract Documents.
- D. *Loading of Structures:* Contractor shall not load nor permit any part of any structure to be loaded in any manner that will endanger the structure, nor shall Contractor subject any part of the Work or adjacent structures or land to stresses or pressures that will endanger them.

#### 5.03 *Subsurface and Physical Conditions*

- A. *Reports and Drawings:* The Agreement identify:

1. Those reports of explorations and tests of subsurface conditions at or adjacent to the Site that contain Technical Data;
2. Those drawings of existing physical conditions at or adjacent to the Site, including those drawings depicting existing surface or subsurface structures at or adjacent to the Site (except Underground Facilities), that contain Technical Data; and
3. Technical Data contained in such reports and drawings.

- C. *Reliance by Contractor on Technical Data:* Contractor may rely upon the accuracy of the Technical Data contained in such reports and drawings, but such reports and drawings are not Contract Documents. If no such express identification has been made, then Contractor may rely upon the accuracy of the Technical Data as defined in Paragraph 1.01.A.46.b.

- D. *Limitations of Other Data and Documents:* Except for such reliance on Technical Data, Contractor may not rely upon or make any claim against Owner or Engineer, or any of

their officers, directors, members, partners, employees, agents, consultants, or subcontractors, with respect to:

1. the completeness of such reports and drawings for Contractor's purposes, including, but not limited to, any aspects of the means, methods, techniques, sequences, and procedures of construction to be employed by Contractor, and safety precautions and programs incident thereto;
  2. other data, interpretations, opinions, and information contained in such reports or shown or indicated in such drawings;
  3. the contents of other Site-related documents made available to Contractor, such as record drawings from other projects at or adjacent to the Site, or Owner's archival documents concerning the Site; or
  4. any Contractor interpretation of or conclusion drawn from any Technical Data or any such other data, interpretations, opinions, or information. For example, interpolations and extrapolations of Technical data performed by Contractor to estimate locations or quantities of subsurface strata are independent factual assumptions which Owner does not warrant.
- E. It is possible that there may be other reports and/or tests of subsurface conditions at or contiguous to the Site. The Owner makes no representation about such reports and/or tests, assuming they exist. For example, all interpolations and extrapolations of data performed by Contractor to estimate locations or quantities of subsurface strata are independent factual assumptions, which Owner does not warrant.

#### 5.04 *Differing Subsurface or Physical Conditions*

- A. *Notice by Contractor:* If Contractor believes that any subsurface or physical condition that is uncovered or revealed at the Site:
1. is of such a nature as to establish that any Technical Data on which Contractor is entitled to rely as provided in Paragraph 5.03 is materially inaccurate;
  3. differs materially from that shown or indicated in the Contract Documents; or
  4. is of an unusual nature, and differs materially from conditions ordinarily encountered and generally recognized as inherent in work of the character provided for in the Contract Documents;

then Contractor shall, promptly after becoming aware thereof and before further disturbing the subsurface or physical conditions or performing any Work in connection therewith (except in an emergency as required by Paragraph 7.15), notify Owner and Engineer in writing about such condition. Contractor shall not further disturb such condition or perform any Work in connection therewith (except with respect to an emergency) until receipt of a written statement permitting Contractor to do so.

- B. *Engineer's Review:* After receipt of written notice as required by the preceding paragraph, Engineer will promptly review the subsurface or physical condition in question; determine whether it is necessary for Owner to obtain additional exploration or tests with respect to the condition; conclude whether the condition falls within any one or more of the differing site condition categories in Paragraph 5.04.A; obtain any pertinent cost or schedule information from Contractor; prepare recommendations to Owner regarding the Contractor's resumption of Work in connection with the subsurface or physical condition in question and the need for any change in the Drawings or Specifications; and advise Owner in writing of Engineer's findings, conclusions, and recommendations.



- C. *Owner's Statement to Contractor Regarding Site Condition:* After receipt of Engineer's written findings, conclusions, and recommendations, Owner shall issue a written statement to Contractor (with a copy to Engineer) regarding the subsurface or physical condition in question, addressing the resumption of Work in connection with such condition, indicating whether any change in the Drawings or Specifications will be made, and adopting or rejecting Engineer's written findings, conclusions, and recommendations, in whole or in part.
- D. *Early Resumption of Work:* If at any time Engineer determines that Work in connection with the subsurface or physical condition in question may resume prior to completion of Engineer's review or Owner's issuance of its statement to Contractor, because the condition in question has been adequately documented, and analyzed on a preliminary basis, then the Engineer may at its discretion instruct Contractor to resume such Work.
- E. *Possible Price and Times Adjustments*
1. Contractor shall be entitled to an equitable adjustment in Contract Price or Contract Times, to the extent that the existence of a differing subsurface or physical condition, or any related delay, disruption, or interference, causes an increase or decrease in Contractor's cost of, or time required for, performance of the Work; subject, however, to the following:
    - a. Such condition must fall within any one or more of the categories described in Paragraph 5.04.A;
    - b. With respect to Work that is paid for on a unit price basis, any adjustment in Contract Price will be subject to the provisions of Paragraph 13.03; and,
    - c. Contractor's entitlement to an adjustment of the Contract Times is subject to the provisions of Paragraphs 4.05.D and 4.05.E.
  2. Contractor shall not be entitled to any adjustment in the Contract Price or Contract Times with respect to a subsurface or physical condition if:
    - a. Contractor knew of the existence of such condition at the time Contractor made a commitment to Owner with respect to Contract Price and Contract Times by the submission of a Bid or becoming bound under a negotiated contract, or otherwise;
    - b. The existence of such condition reasonably could have been discovered or revealed as a result of any examination, investigation, exploration, test, or study of the Site and contiguous areas expressly required by the Bidding Requirements or Contract Documents to be conducted by or for Contractor prior to Contractor's making such commitment; or
    - c. Contractor failed to give the written notice required by Paragraph 5.04.A.
  3. If Owner and Contractor agree regarding Contractor's entitlement to and the amount or extent of any adjustment in the Contract Price or Contract Times, then any such adjustment will be set forth in a Change Order.
  4. Contractor shall submit a Change Proposal regarding its entitlement to or the amount or extent of any adjustment in the Contract Price or Contract Times, no later than thirty (30) days after Owner's issuance of the Owner's written statement to Contractor regarding the subsurface or physical condition in question.
- F. *Underground Facilities; Hazardous Environmental Conditions:* Paragraph 5.05 governs rights and responsibilities regarding the presence or location of Underground Facilities. Paragraph 5.06 governs rights and responsibilities regarding Hazardous

Environmental Conditions. The provisions of Paragraphs 5.03 and 5.04 are not applicable to the presence or location of Underground Facilities, or to Hazardous Environmental Conditions.

5.05 *Underground Facilities*

- A. *Contractor's Responsibilities:* The information and data shown or indicated in the Contract Documents with respect to existing Underground Facilities at or adjacent to the Site is based on information and data furnished to Owner or Engineer by the owners of such Underground Facilities, including Owner, or by others. Unless it is otherwise expressly provided in the Modified General Conditions:
1. Owner and Engineer do not warrant or guarantee the accuracy or completeness of any such information or data; and
  2. the cost of all of the following will be included in the Contract Price, and Contractor shall have full responsibility for:
    - a. reviewing and checking all information and data regarding existing Underground Facilities at the Site;
    - b. locating all Underground Facilities shown or indicated in the Contract Documents as being at the Site protecting all Underground Facilities in a manner at least as cautious and protective of safety and of underground facilities as those methods identified in Ohio Revised Code Sections 3781.25 and 3781.30;
    - c. coordination of the Work with the owners (including Owner) of such Underground Facilities, during construction; and
    - d. the safety and protection of all existing Underground Facilities at the Site, and repairing any damage thereto resulting from the Work.
- B. *Notice by Contractor:* If Contractor believes that an Underground Facility that is uncovered or revealed at the Site was not shown or indicated in the Contract Documents, or was not shown or indicated with reasonable accuracy, then Contractor shall, promptly after becoming aware thereof and before further disturbing conditions affected thereby or performing any Work in connection therewith (except in an emergency as required by Paragraph 7.15), identify the owner of such Underground Facility and give written notice to that owner and to Owner and Engineer.
- C. *Engineer's Review:* Engineer will promptly review the Underground Facility and conclude whether such Underground Facility was not shown or indicated in the Contract Documents, or was not shown or indicated with reasonable accuracy; obtain any pertinent cost or schedule information from Contractor; prepare recommendations to Owner regarding the Contractor's resumption of Work in connection with the Underground Facility in question; determine the extent, if any, to which a change is required in the Drawings or Specifications to reflect and document the consequences of the existence or location of the Underground Facility; and advise Owner in writing, with a copy to the Contractor, of Engineer's findings, conclusions, and recommendations. During such time, Contractor shall be responsible for the safety and protection of such Underground Facility.
- D. *Possible Price and Times Adjustments:*
1. Contractor shall be entitled to an equitable adjustment in the Contract Price or Contract Times, or both, to the extent that any existing Underground Facility at the Site that was not shown or indicated in the Contract Documents, or was not shown

or indicated with reasonable accuracy, or any related delay, disruption, or interference, causes an increase or decrease in Contractor's cost of, or time required for, performance of the Work; subject, however, to the following:

- a. Contractor did not know of and could not reasonably have been expected to be aware of or to have anticipated the existence or actual location of the Underground Facility in question;
  - b. With respect to Work that is paid for on a unit price basis, any adjustment in Contract Price will be subject to the provisions of Paragraph 13.03;
  - c. Contractor's entitlement to an adjustment of the Contract Times is conditioned on such adjustment being essential to Contractor's ability to complete the Work within the Contract Times; and
  - d. Contractor gave the notice required in Paragraph 5.05.B and submitted a Change Proposal no later than thirty (30) days after issuance of the Engineer's review.
2. If Owner and Contractor agree regarding Contractor's entitlement to and the amount or extent of any adjustment in the Contract Price or Contract Times, or both, then any such adjustment shall be set forth in a Change Order.
  3. Contractor shall submit a Change Proposal regarding its entitlement to or the amount or extent of any adjustment in the Contract Price or Contract Times, or both, no later than thirty (30) days after Engineer's issuance of the Engineer's Review to Contractor regarding the Underground Facility in question.
  4. The Owner will not agree to any adjustments of time or contract price if the Owner determines that markings showing the utilities were disturbed, removed or otherwise changed by the Contractor or their agents.

#### 5.06 *Hazardous Environmental Conditions at Site*

##### A. *Reports and Drawings:* The Agreement identifies:

1. those reports known to Owner relating to Hazardous Environmental Conditions that have been identified at or adjacent to the Site;
2. drawings known to Owner relating to Hazardous Environmental Conditions that have been identified at or adjacent to the Site; and
3. Technical Data contained in such reports and drawings.

##### B. *Reliance by Contractor on Technical Data Authorized:* Contractor may rely upon the accuracy of the Technical Data expressly identified in the Contract Documents with respect to such reports and drawings, but such reports and drawings are not Contract Documents. If no such express identification has been made, then Contractor may rely on the accuracy of the Technical Data as defined in Paragraph 1.01.A.46.b. Except for such reliance on Technical Data, Contractor may not rely upon or make any claim against Owner or Engineer, or any of their officers, directors, members, partners, employees, agents, consultants, or subcontractors, with respect to:

1. the completeness of such reports and drawings for Contractor's purposes, including, but not limited to, any aspects of the means, methods, techniques, sequences and procedures of construction to be employed by Contractor, and safety precautions and programs incident thereto;
2. other data, interpretations, opinions, and information contained in such reports or shown or indicated in such drawings; or

3. any Contractor interpretation of or conclusion drawn from any Technical Data or any such other data, interpretations, opinions or information.
- C. Contractor shall not be responsible for removing or remediating any Hazardous Environmental Condition encountered, uncovered, or revealed at the Site unless such removal or remediation is expressly identified in the Contract Documents to be within the scope of the Work.
- D. Contractor shall be responsible for controlling, containing, and duly removing all Constituents of Concern brought to the Site by Contractor, Subcontractors, Suppliers, or anyone else for whom Contractor is responsible, and for any associated costs; and for the costs of removing and remediating any Hazardous Environmental Condition created by the presence of any such Constituents of Concern.
- E. If Contractor encounters, uncovers, or reveals a Hazardous Environmental Condition whose removal or remediation is not expressly identified in the Contract Documents as being within the scope of the Work, or if Contractor or anyone for whom Contractor is responsible creates a Hazardous Environmental Condition, then Contractor shall immediately: (1) secure or otherwise isolate such condition; (2) stop all Work in connection with such condition and in any area affected thereby (except in an emergency as required by Paragraph 7.15); and (3) notify Owner and Engineer (and promptly thereafter confirm such notice in writing). Owner shall promptly consult with Engineer concerning the necessity for Owner to retain a qualified expert to evaluate such condition or take corrective action, if any. Promptly after consulting with Engineer, Owner shall take such actions as are necessary to permit Owner to timely obtain required permits and provide Contractor the written notice required by Paragraph 5.06.F. If Contractor or anyone for whom Contractor is responsible created the Hazardous Environmental Condition in question, then Owner may remove and remediate the Hazardous Environmental Condition, and impose a set-off against payments to account for the associated costs.
- F. Contractor shall not resume Work in connection with such Hazardous Environmental Condition or in any affected area until after Owner has obtained any required permits related thereto, and delivered written notice to Contractor either (1) specifying that such condition and any affected area is or has been rendered safe for the resumption of Work, or (2) specifying any special conditions under which such Work may be resumed safely.
- G. If Owner and Contractor cannot agree as to entitlement to or on the amount or extent, if any, of any adjustment in Contract Price or Contract Times, as a result of such Work stoppage, such special conditions under which Work is agreed to be resumed by Contractor, or any costs or expenses incurred in response to the Hazardous Environmental Condition, then within thirty (30) days of Owner's written notice regarding the resumption of Work, Contractor may submit a Claim, or Owner may impose a set-off..
- H. If, after receipt of such written notice, Contractor does not agree to resume such Work based on a reasonable belief it is unsafe, or does not agree to resume such Work under such special conditions, then Owner may order the portion of the Work that is in the area affected by such condition to be deleted from the Work, following the contractual change procedures in Article 11. Owner may have such deleted portion of the Work performed by Owner's own forces or others in accordance with Article 8.
- I. To the fullest extent permitted by Laws and Regulations, Contractor shall indemnify and hold harmless Owner and Engineer, and the officers, directors, members,



partners, employees, agents, consultants, and subcontractors of each and any of them, from and against all claims, costs, losses, and damages (including but not limited to all fees and charges of engineers, architects, attorneys, and other professionals and all court or arbitration or other dispute resolution costs) arising out of or relating to a Hazardous Environmental Condition created by Contractor or by anyone for whom Contractor is responsible. Nothing in this Paragraph 5.06.J obligates Contractor to indemnify any individual or entity from and against the consequences of that individual's or entity's own negligence.

- J. The provisions of Paragraphs 5.03, 5.04, and 5.05 do not apply to the presence of Constituents of Concern or to a Hazardous Environmental Condition uncovered or revealed at the Site.

## **ARTICLE 6—BONDS AND INSURANCE**

### **6.01   *Performance, Payment, and Other Bonds***

- A. Contractor shall furnish a performance bond and payment bond, in an amount equal to the Contract Price, as security for the faithful performance and payment of all of Contractor's obligations under the Contract. Such bond shall be in the form that meets the requirements of the Ohio Revised Code. If the Contractor submitted a combined Bid Guaranty and Contract Bond with its bid for the Work, that form of Bond shall satisfy the Contractor's requirement to provide a Contract Bond. Contractor shall also furnish any other bonds as are required by the Contract Documents.
- B. All bonds shall be in the form prescribed by the Ohio Revised Code and shall be executed by such sureties as are named in "Companies Holding Certificates of Authority as Acceptable Sureties on Federal Bonds and as Acceptable Reinsuring Companies" as published in Circular 570 (as amended and supplemented) by the Financial Management Service, Surety Bond Branch, U.S. Department of the Treasury. A bond signed by an agent or attorney-in-fact must be accompanied by a certified copy of that individual's authority to bind the surety. The evidence of authority shall show that it is effective on the date the agent or attorney-in-fact signed the accompanying bond.
- C. Contractor shall obtain the required bonds from surety companies that are duly licensed or authorized in the jurisdiction in which the Project is located to issue bonds in the required amounts.
- D. If the surety on a bond furnished by Contractor is declared bankrupt or becomes insolvent, or its right to do business is terminated in any state or jurisdiction where any part of the Project is located, or the surety ceases to meet the requirements above, then Contractor shall promptly notify Owner and Engineer and shall, within twenty (20) days after the event giving rise to such notification, provide another bond and surety, both of which shall comply with the bond and surety requirements above.
- E. If Contractor has failed to obtain a required bond, Owner may exclude the Contractor from the Site and exercise Owner's termination rights under Article 16.
- F. Upon request, Owner shall provide a copy of the payment bond to any Subcontractor, Supplier, or other person or entity claiming to have furnished labor or materials used in the performance of the Work.
- G. *Material Default or Termination.* If the Owner notifies the Contractor's surety that the Contractor is in material default, the surety will complete its investigation of the claimed material default within twenty-one (21) days. The surety is advised to start looking for

a replacement contractor upon notice of material default. As part of its investigation, the surety shall promptly visit the offices of the Contractor, Engineer, and Owner to inspect and copy the available Project records. The Owner, Engineer, and Contractor, upon written request by the surety, shall make such records available during regular business hours for such inspection and copying. The Owner and Engineer's making such records available as provided herein shall satisfy the Owner's obligation to the surety to furnish documents for the investigation. The surety will provide the Owner with the results of its investigation, including any written report or documents.

If the Owner terminates the Contract and the surety proposes to takeover the Work, the surety shall do so no later than the later of the expiration of the twenty-one (21)-day investigation period or ten (10) days after the date the Owner terminates the Contract, whichever is later. If the Owner terminates the Contract, and the surety proposes to provide a replacement contractor, the replacement contractor shall be fully capable of performing the Work in accordance with the Contract Documents. If the Contractor is terminated for cause, the replacement contractor shall not be the Contractor or its employees, unless the Owner agrees in writing. In the event the Surety takes over the Project, the surety's obligation shall not be limited to the penal sum of the Bond.

If the surety does not propose an acceptable contractor as required by this Paragraph, the Owner may complete the Work by such means as it deems appropriate. In the event the Owner agrees to accept a replacement contractor, the replacement contractor shall furnish its own bond for the replacement contractor's scope of work, and neither the Contractor nor the surety shall be relieved of their obligations under the Contract Documents.

This Paragraph is in addition to any other rights of the Owner under the Contract Documents and is not intended to create any rights of the surety, including but not limited to the right to take over the Contractor's obligations.

In the event of the Contractor's termination and if the surety does not takeover the Work as provided in this Paragraph, the Owner may take possession of and use all materials, facilities and equipment at the Project Site or stored off-site for which Owner has paid in whole or in part.

## 6.02 *Insurance—General Provisions*

- A. Owner and Contractor shall obtain and maintain insurance as required in this Article and in the Modified General Conditions.
- B. All insurance required by the Contract to be purchased and maintained by Owner or Contractor shall be obtained from insurance companies that are duly licensed or authorized, in the state or jurisdiction in which the Project is located, to issue insurance policies for the required limits and coverages. Unless a different standard is indicated in the Modified General Conditions, all companies that provide insurance policies required under this Contract shall have an A.M. Best rating of A-VII or better.
- C. Contractor shall deliver to Owner, with copies to each named insured and additional insured (as identified in this Article, in the Modified General Conditions, or elsewhere in the Contract), certificates of insurance establishing that Contractor has obtained and is maintaining the policies, coverages, and endorsements required by the Contract. Upon request by Owner or any other insured, Contractor shall also furnish other

evidence of such required insurance, including but not limited to copies of policies and endorsements, and documentation of applicable self-insured retentions and deductibles. Contractor may block out (redact) any confidential premium or pricing information contained in any policy or endorsement furnished under this provision. Failure of Owner to demand such certificates or other evidence of full compliance with these insurance requirements or failure of Owner to identify a deficiency from evidence provided shall not be construed as a waiver of Contractor's obligation to maintain such insurance.

- D. Owner shall, upon the Contractor's request, deliver to Contractor, with copies to each named insured and additional insured (as identified in this Article, the Modified General Conditions, or elsewhere in the Contract), certificates of insurance establishing that Owner has obtained and is maintaining the policies, coverages, and endorsements required of Owner by the Contract (if any). Upon request by Contractor or any other insured, Owner shall also provide other evidence of such required insurance (if any), including but not limited to copies of policies and endorsements, and documentation of applicable self-insured retentions and deductibles. Owner may block out (redact) any confidential premium or pricing information contained in any policy or endorsement furnished under this provision.
- E. Failure of Owner or Contractor to demand such certificates or other evidence of the other party's full compliance with these insurance requirements, or failure of Owner or Contractor to identify a deficiency in compliance from the evidence provided, shall not be construed as a waiver of the other party's obligation to obtain and maintain such insurance.
- F. If either party does not purchase or maintain all of the insurance required of such party by the Contract, such party shall notify the other party in writing of such failure to purchase prior to the start of the Work, or of such failure to maintain prior to any change in the required coverage.
- G. If Contractor has failed to obtain and maintain required insurance, Owner may exclude the Contractor from the Site, impose an appropriate set-off against payment, and exercise Owner's termination rights under Article 16.
- H. Without prejudice to any other right or remedy, if a party has failed to obtain required insurance, the other party may elect to obtain equivalent insurance to protect such other party's interests at the expense of the party who was required to provide such coverage, and the Contract Price shall be adjusted accordingly.
- I. Owner does not represent that insurance coverage and limits established in this Contract necessarily will be adequate to protect Contractor or Contractor's interests.
- J. The insurance and insurance limits required herein shall not be deemed as a limitation on Contractor's liability under the indemnities granted to Owner and other individuals and entities in the Contract.
- K. The minimum limits of liability for the required insurance policies listed in Paragraph 6.03 shall not be less than the following unless a greater amount is required by law:
  - 1. Commercial General Liability ("CGL"): Bodily injury (including death and personal injury) and property damage with limits of \$1,000,000 each occurrence and \$2,000,000 aggregate. CGL shall include (a) Premises-Operations, (ii) Explosion and Collapse Hazard, (iii) Underground Hazard, (iv) Independent Contractors' Protective, (v) Broad Form Property Damage, including Completed Operations, (vi) Contractual Liability, (vii) Products and Completed Operations, (viii) Personal/Advertising Injury with Employment Exclusion deleted, (ix) Stopgap

liability endorsement for \$1,000,000 limit, and (x) per project aggregate endorsement.

2. Automobile Liability, covering all owned, non-owned, and hired vehicles used in connection with the Work: Bodily injury (including death and personal injury) and property damage with a combined single limit of \$1,000,000 per person and \$1,000,000 each accident.
3. Such policies shall be supplemented by an umbrella policy, also written on an occurrence basis, to provide additional protection to provide coverage in the total amount of \$1,000,000 for each occurrence and \$1,000,000 aggregate for contracts with a Contract Price of \$250,000 or less; \$2,000,000 each occurrence and \$2,000,000 aggregate for contracts with a Contract Price greater than \$250,000 but less than or equal to \$500,000; \$3,000,000 each occurrence and \$3,000,000 aggregate for contracts with a Contract Price greater than \$500,000 but less than



or equal to \$1,000,000; and \$5,000,000 each occurrence and \$5,000,000 aggregate for contracts with a Contract Price greater than \$1,000,000.

#### 6.03 *Contractor's Insurance*

- A. *Workers' Compensation*: Contractor shall purchase and maintain workers' compensation and employer's liability insurance for:
1. claims under workers' compensation, disability benefits, and other similar employee benefit acts.
  2. United States Longshoreman and Harbor Workers' Compensation Act and Jones Act coverage (if applicable).
  3. claims for damages because of bodily injury, occupational sickness or disease, or death of Contractor's employees (by stop-gap endorsement in monopolist worker's compensation states).
  4. Foreign voluntary worker compensation (if applicable).
- B. *Commercial General Liability—Claims Covered*: Contractor shall purchase and maintain commercial general liability insurance, covering all operations by or on behalf of Contractor, on an occurrence basis, against:
1. claims for damages because of bodily injury, sickness or disease, or death of any person other than Contractor's employees.
  2. claims for damages insured by reasonably available personal injury liability coverage.
  3. claims for damages, other than to the Work itself, because of injury to or destruction of tangible property wherever located, including loss of use resulting therefrom.
- C. *Commercial General Liability—Form and Content*: Contractor's commercial liability policy shall be written on a 1996 (or later) ISO commercial general liability form (occurrence form) and include the following coverages and endorsements:
1. Products and completed operations coverage:
    - a. Such insurance shall be maintained for three years after final payment.
    - b. Contractor shall furnish Owner and each other additional insured (as identified in the Modified General Conditions or elsewhere in the Contract) evidence of continuation of such insurance at final payment and three years thereafter.
  2. Blanket contractual liability coverage, to the extent permitted by law, including but not limited to coverage of Contractor's contractual indemnity obligations in Paragraph 7.18.
  3. Broad form property damage coverage.
  4. Severability of interest.
  5. Underground, explosion, and collapse coverage.
  6. Personal injury coverage.
  7. Additional insured endorsements that include both ongoing operations and products and completed operations coverage through ISO Endorsements CG 20

10 10 01 and CG 20 37 10 01 (together); or CG 20 10 07 04 and CG 20 37 07 04 (together); or their equivalent.

8. For design professional additional insureds, ISO Endorsement CG 20 32 07 04, "Additional Insured—Engineers, Architects or Surveyors Not Engaged by the Named Insured" or its equivalent.
- D. *Automobile Liability*: Contractor shall purchase and maintain automobile liability insurance against claims for damages because of bodily injury or death of any person or property damage arising out of the ownership, maintenance, or use of any motor vehicle. The automobile liability policy shall be written on an occurrence basis.
- E. *Umbrella Or Excess Liability*: Contractor shall purchase and maintain umbrella or excess liability insurance written over the underlying employer's liability, commercial general liability, and automobile liability insurance described in the paragraphs above. Subject to industry-standard exclusions, the coverage afforded shall follow form as to each and every one of the underlying policies.
- F. *Contractor's Pollution Liability Insurance*: Contractor shall purchase and maintain a policy covering third-party injury and property damage claims, including clean-up costs, as a result of pollution conditions arising from Contractor's operations and completed operations. This insurance shall be maintained for no less than three years after final completion.
- G. *Additional Insureds*: The Contractor's commercial general liability, automobile liability, umbrella or excess, and pollution liability policies shall include and list as additional insureds Owner and Engineer, and any individuals or entities identified in the Modified General Conditions; include coverage for the respective officers, directors, members, partners, employees, agents, consultants, and subcontractors of each and any of all such additional insureds; and the insurance afforded to these additional insureds shall provide primary coverage for all claims covered thereby (including as applicable those arising from both ongoing and completed operations) on a noncontributory basis. Contractor shall obtain all necessary endorsements to support these requirements.
- H. *Contractor's Professional Liability Insurance*: If Contractor will provide or furnish professional services under this Contract, through a delegation of professional design services or otherwise, then Contractor shall be responsible for purchasing and maintaining applicable professional liability insurance. This insurance shall provide protection against claims arising out of performance of professional design or related services, and caused by a negligent error, omission, or act for which the insured party is legally liable. It shall be maintained throughout the duration of the Contract and for a minimum of two years after Substantial Completion. If such professional design services are performed by a Subcontractor, and not by Contractor itself, then the requirements of this paragraph may be satisfied through the purchasing and maintenance of such insurance by such Subcontractor.
- I. *Railroad Protective Liability Insurance*: Prior to commencing any Work within 50 feet of railroad-owned and controlled property, Contractor shall (1) endorse its commercial general liability policy with ISO CG 24 17, removing the contractual liability exclusion for work within 50 feet of a railroad, (2) purchase and maintain railroad protective liability insurance meeting the following requirements, (3) furnish a copy of the endorsement to Owner, and (4) submit a copy of the railroad protective policy and

other railroad-required documentation to the railroad, and notify Owner of such submittal.

- J. *Unmanned Aerial Vehicle Liability Insurance*: If Contractor uses unmanned aerial vehicles (UAV—commonly referred to as drones) at the Site or in support of any aspect of the Work, Contractor shall obtain UAV liability insurance in the amounts stated; name Owner, Engineer, and all individuals and entities identified in the Supplementary Conditions as additional insureds; and provide a certificate to Owner confirming Contractor's compliance with this requirement. Such insurance will provide coverage for property damage, bodily injury or death, and invasion of privacy.
- K. *General provisions*: The policies of insurance required by this Paragraph 6.03 shall:
  - 1. include at least the specific coverages provided in this Article.
  - 2. be written for not less than the limits of liability provided in this Article and in the Modified General Conditions, or required by Laws or Regulations, whichever is greater.
  - 3. contain a provision or endorsement that the coverage afforded will not be canceled, materially changed, or renewal refused until at least thirty (30) days prior written notice has been given to Contractor, Owner, and Engineer and each other insured under the policy.
  - 4. remain in effect at least until final payment (and longer if expressly required in this Article) and at all times thereafter when Contractor may be correcting, removing, or replacing defective Work as a warranty or correction obligation, or otherwise, or returning to the Site to conduct other tasks arising from the Contract Documents.
  - 5. be appropriate for the Work being performed and provide protection from claims that may arise out of or result from Contractor's performance of the Work and Contractor's other obligations under the Contract Documents, whether it is to be performed by Contractor, any Subcontractor or Supplier, or by anyone directly or indirectly employed by any of them to perform any of the Work, or by anyone for whose acts any of them may be liable.
- L. The coverage requirements for specific policies of insurance must be met by such policies, and not by reference to excess or umbrella insurance provided in other policies.
- M. Contractor's insurance shall be primary and non-contributory.
- N. Insurance policies shall be written on an occurrence basis only.
- O. The Contractor shall require all Subcontractors to provide Workers' Compensation, CGL, and Automobile Liability Insurance with the same minimum limits specified herein, unless the Owner agrees to a lesser amount.
- P. The Owner shall be named as a certificate holder on the policies of insurance maintained by Contractor. The Contractor shall provide each additional insured with a certificate of insurance.

#### 6.04 *Owner's Liability Insurance*

- A. In addition to the insurance required to be provided by Contractor under Paragraph 6.03, Owner, at Owner's option, may purchase and maintain at Owner's expense Owner's

own liability insurance as will protect Owner against claims which may arise from operations under the Contract Documents.

B. Owner's liability policies, if any, operate separately and independently from policies required to be provided by Contractor, and Contractor cannot rely upon Owner's liability policies for any of Contractor's obligations to the Owner, Engineer, or third parties.

#### 6.05 *Property Insurance*

A. *Builder's Risk*: Contractor shall purchase and maintain builder's risk insurance upon the Work on a completed value basis, in the amount of the full insurable replacement cost thereof. Insurance shall be completed value form. This insurance shall:

1. include the Owner and Contractor as named insureds, and all Subcontractors, and any individuals or entities required by the Modified General Conditions to be insured under such builder's risk policy, as insureds or named insureds. For purposes of the remainder of this Paragraph 6.05, Paragraphs 6.06 and 6.07, and any corresponding Modified General Conditions, the parties required to be insured shall collectively be referred to as "insureds." Insurance certificates shall specifically indicate by name the additional insureds which are to include Owner and Engineer as well as other individuals or entities so identified.

2. be written on a builder's risk "all risk" policy form that shall at least include insurance for physical loss or damage to the Work, temporary buildings, falsework, and materials and equipment in transit, and shall insure against at least the following perils or causes of loss: fire; lightning; windstorm; riot; civil commotion; terrorism; vehicle impact; aircraft; smoke; theft; vandalism and malicious mischief; mechanical breakdown, boiler explosion, and artificially generated electric current; earthquake; volcanic activity, and other earth movement; flood; collapse; explosion; debris removal; demolition occasioned by enforcement of Laws and Regulations; water damage (other than that caused by flood); and such other perils or causes of loss as may be specifically required by the Modified General Conditions. If insurance against mechanical breakdown, boiler explosion, and artificially generated electric current; earthquake; volcanic activity, and other earth movement; or flood, are not commercially available under builder's risk policies, by endorsement or otherwise, such insurance may be provided through other insurance policies acceptable to Owner.

3. cover, as insured property, at least the following: (a) the Work and all materials, supplies, machinery, apparatus, equipment, fixtures, and other property of a similar nature that are to be incorporated into or used in the preparation, fabrication, construction, erection, or completion of the Work, including Owner-furnished or assigned property; (b) spare parts inventory required within the scope of the Contract; and (c) temporary works which are not intended to form part of the permanent constructed Work but which are intended to provide working access to the Site, or to the Work under construction, or which are intended to provide temporary support for the Work under construction, including scaffolding, form work, fences, shoring, falsework, and temporary structures.

4. cover expenses incurred in the repair or replacement of any insured property (including but not limited to fees and charges of engineers and architects).

5. cover the total value of materials and equipment supplied under the Contract from the time Contractor takes possession of them until they are installed and tested by



Contractor and the project is accepted as complete by Owner under an endorsement to this policy or in the form of Installation Floater Insurance of the "all risk" type.

6. extend to cover damage or loss to insured property while in transit.
7. allow for partial occupation or use of the Work by Owner, such that those portions of the Work that are not yet occupied or used by Owner shall remain covered by the builder's risk insurance.
8. allow for the waiver of the insurer's subrogation rights, as set forth below.
9. provide primary coverage for all losses and damages caused by the perils or causes of loss covered.
10. not include a co-insurance clause.
11. include an exception for ensuing losses from physical damage or loss with respect to any defective workmanship, design, or materials exclusions.
12. include performance/hot testing and start-up.
13. be maintained in effect, subject to the provisions herein regarding Substantial Completion and partial occupancy or use of the Work by Owner, until the Work is complete.

B. *Notice of Cancellation or Change:* All the policies of insurance (and the certificates or other evidence thereof) required to be purchased and maintained in accordance with this Paragraph 6.05 will contain a provision or endorsement that the coverage afforded will not be canceled or materially changed or renewal refused until at least ten (10) days prior written notice has been given to the purchasing policyholder. Within three (3) days of receipt of any such written notice, the purchasing policyholder shall provide a copy of the notice to each other insured.

C. *Deductibles:* Contractor shall be responsible for any deductible or self-insured retention.

D. *Partial Occupancy or Use by Owner:* If Owner will occupy or use a portion or portions of the Work prior to Substantial Completion of all the Work as provided in Paragraph 15.04, then Owner (through Contractor) will provide notice of such occupancy or use to the builder's risk insurer. The builder's risk insurance shall not be canceled or permitted to lapse on account of any such partial use or occupancy; rather, those portions of the Work that are occupied or used by Owner may come off the builder's risk policy, while those portions of the Work not yet occupied or used by Owner shall remain covered by the builder's risk insurance.

E. *Additional Insurance:* If Contractor elects to obtain other special insurance to be included in or supplement the builder's risk or property insurance policies provided under this Paragraph 6.05, it may do so at Contractor's expense.

F. *Insurance of Other Property:* If the express insurance provisions of the Contract do not require or address the insurance of a property item or interest, such as tools, construction equipment, or other personal property owned by Contractor, a Subcontractor, or an employee of Contractor or a Subcontractor, then the entity or individual owning such property item will be responsible for deciding whether to insure it, and if so in what amount.

G. *Payment of Deductible:* Contractor shall pay all deductible provisions applicable to claims related to the Project made under and paid by insurance. If more than one Contractor is responsible for the incident giving rise to the insurance coverage, the Contractors shall be responsible on a pro rata basis, according to their responsibility for

the occurrence or accident giving rise to the claim, for payment of the deductible. The risk of loss within such identified deductible amount will be borne by Contractor, Subcontractors, or others suffering any such loss, and if any of them wishes property insurance coverage within the limits of such amounts, each may purchase and maintain it at the purchaser's own expense.

#### 6.06 *Waiver of Rights*

A. All policies purchased in accordance with Paragraph 6.05, expressly including the builder's risk policy, shall contain provisions to the effect that in the event of payment of any loss or damage the insurers will have no rights of recovery against any insureds thereunder, or against Engineer or its consultants, or their officers, directors, members, partners, employees, agents, consultants, or subcontractors. Owner and Contractor waive all rights against each other and the respective officers, directors, members, partners, employees, agents, consultants, and subcontractors of each and any of them, for all losses and damages caused by, arising out of, or resulting from any of the perils or causes of loss covered by such policies and any other property insurance applicable to the Work; and, in addition, waive all such rights against Engineer, its consultants, all Subcontractors, all individuals or entities identified in the Modified General Conditions as insureds, and the officers, directors, members, partners, employees, agents, consultants, and subcontractors of each and any of them, under such policies for losses and damages so caused. None of the above waivers shall extend to the rights that any party making such waiver may have to the proceeds of insurance held by Owner or Contractor as trustee or fiduciary, or otherwise payable under any policy so issued.

B. Owner waives all rights against Contractor, Subcontractors, and Engineer, and the officers, directors, members, partners, employees, agents, consultants and subcontractors of each and any of them, for:

1. loss due to business interruption, loss of use, or other consequential loss extending beyond direct physical loss or damage to Owner's property or the Work caused by, arising out of, or resulting from fire or other perils whether or not insured by Owner; and
2. loss or damage to the completed Project or part thereof caused by, arising out of, or resulting from fire or other insured peril or cause of loss covered by any property insurance maintained on the completed Project or part thereof by Owner during partial occupancy or use pursuant to Paragraph 15.04, after Substantial Completion pursuant to Paragraph 15.03, or after final payment pursuant to Paragraph 15.06.

C. Any insurance policy maintained by Owner covering any loss, damage or consequential loss referred to in Paragraph 6.06.B shall contain provisions to the effect that in the event of payment of any such loss, damage, or consequential loss, the insurers will have no rights of recovery against Contractor, Subcontractors, or Engineer, or the officers, directors, members, partners, employees, agents, consultants, or subcontractors of each and any of them.

D. Contractor shall be responsible for assuring that the agreement under which a Subcontractor performs a portion of the Work contains provisions whereby the Subcontractor waives all rights against Owner, Contractor, all individuals or entities identified in the Modified General Conditions as insureds, the Engineer and its consultants, and the officers, directors, members, partners, employees, agents, consultants, and subcontractors of each and any of them, for all losses and damages caused by, arising

out of, relating to, or resulting from any of the perils or causes of loss covered by builder's risk insurance and any other property insurance applicable to the Work.

**6.07 *Receipt and Application of Property Insurance Proceeds***

A. Any insured loss under the builder's risk and other policies of insurance required by Paragraph 6.05 will be adjusted and settled with the named insured that purchased the policy. Such named insured shall act as fiduciary for the other insureds, and give notice to such other insureds that adjustment and settlement of a claim is in progress. Any other insured may state its position regarding a claim for insured loss in writing within fifteen (15) days after notice of such claim.

B. Proceeds for such insured losses may be made payable by the insurer either jointly to multiple insureds, or to the named insured that purchased the policy in its own right and as fiduciary for other insureds, subject to the requirements of any applicable mortgage clause. A named insured receiving insurance proceeds under the builder's risk and other policies of insurance required by Paragraph 6.05 shall distribute such proceeds in accordance with such agreement as the parties in interest may reach, or as otherwise required under the dispute resolution provisions of this Contract or applicable Laws and Regulations.

C. If no other special agreement is reached, the damaged Work shall be repaired or replaced, the money so received applied on account thereof, and the Work and the cost thereof covered by Change Order, if needed.

**ARTICLE 7—CONTRACTOR'S RESPONSIBILITIES**

**7.01 *Contractor's Means and Methods of Construction***

A. Contractor shall be solely responsible for the means, methods, techniques, sequences, and procedures of construction.

B. If the Contract Documents note, or Contractor determines, that professional engineering or other design services are needed to carry out Contractor's responsibilities for construction means, methods, techniques, sequences, and procedures, or for Site safety, then Contractor shall cause such services to be provided by a properly licensed design professional, at Contractor's expense. Such services are not Owner-delegated professional design services under this Contract, and neither Owner nor Engineer has any responsibility with respect to (1) Contractor's determination of the need for such services, (2) the qualifications or licensing of the design professionals retained or employed by Contractor, (3) the performance of such services, or (4) any errors, omissions, or defects in such services.

**7.02 *Supervision and Superintendence***

A. Contractor shall supervise, inspect, and direct the Work competently and efficiently, devoting such attention thereto and applying such skills and expertise as may be necessary to perform the Work in accordance with the Contract Documents.

B. At all times during the progress of the Work, Contractor shall assign a competent resident superintendent who will not be replaced without written notice to Owner and Engineer except under extraordinary circumstances. The superintendent will be the Contractor's representative at the Site and shall have authority to act on behalf of Contractor. All communications given to or received from the superintendent shall be binding on Contractor.

### 7.03 *Labor; Working Hours*

- A. Contractor shall provide competent, suitably qualified personnel to survey and lay out the Work and perform construction as required by the Contract Documents. Contractor shall maintain good discipline and order at the Site.
- B. Contractor shall be fully responsible to Owner and Engineer for all acts and omissions of Contractor's employees; of Suppliers and Subcontractors, and their employees; and of any other individuals or entities performing or furnishing any of the Work, just as Contractor is responsible for Contractor's own acts and omissions.
- C. Except as otherwise required for the safety or protection of persons or the Work or property at the Site or adjacent thereto, and except as otherwise stated in the Contract Documents, all Work at the Site will be performed during regular working hours, Monday through Friday. Contractor will not perform Work on a Saturday, Sunday, or any Shut Down Dates as defined in the Agreement, or any City-recognized holiday or city-wide event that may impact the Project Schedule as determined by the Engineer. Contractor may perform Work outside regular working hours or on Saturdays, Sundays, Shut Down Dates as defined in the Agreement or legal holidays only with Owner's written consent, which will not be unreasonably withheld. Contractor (and any Subcontractor) regular working hours consist of 8 to 10 working hours within an eleven (11) -hour period between 7:00 a.m. and 6:00 p.m. on a regularly scheduled basis, excluding Saturday, Sunday and holidays. Overtime work is work in excess of forty (40) hours per week. Contractor must receive advanced written approval from the Owner prior to performing work on weekends or City Holidays. Approval of such weekend and/or holiday work is in the Owner's sole discretion.

### 7.04 *Services, Materials, and Equipment*

- A. Unless otherwise specified in the Contract Documents, Contractor shall provide and assume full responsibility for all services, materials, equipment, labor, transportation, construction equipment and machinery, tools, appliances, fuel, power, light, heat, telephone, water, sanitary facilities, temporary facilities, and all other facilities and incidentals necessary for the performance, testing, start up, and completion of the Work, whether or not such items are specifically called for in the Contract Documents.
- B. All materials and equipment incorporated into the Work must be new and of good quality, except as otherwise provided in the Contract Documents. All special warranties and guarantees required by the Specifications will expressly run to the benefit of Owner. If required by Engineer, Contractor shall furnish satisfactory evidence (including reports of required tests) as to the source, kind, and quality of materials and equipment. Contractor warrants that all materials and equipment are suitable and fit for the intended use of such materials and equipment and are free from defects in material, workmanship, or design. The foregoing applies whether the materials or equipment are specified in the Contract Documents.
- C. All materials and equipment must be stored, applied, installed, connected, erected, protected, used, cleaned, and conditioned in accordance with instructions of the applicable Supplier, except as otherwise may be provided in the Contract Documents.

### 7.05 *"Or Equals"*

- A. *Contractor's Request; Governing Criteria:* Whenever an item of equipment or material is specified or described in the Contract Documents by using the names of one or more proprietary items or specific Suppliers, the Contract Price has been based upon Contractor furnishing such item as specified. The specification or description of such an item is intended to establish the type, function, appearance, and quality required.



Unless the specification or description contains or is followed by words reading that no like, equivalent, or "or equal" item is permitted, Contractor may request that Engineer authorize the use of other items of equipment or material, or items from other proposed Suppliers, under the circumstances described below.

1. If Engineer in its sole discretion determines that an item of equipment or material proposed by Contractor is functionally equal to that named and sufficiently similar so that no change in related Work will be required, Engineer will deem it an "or equal" item. For the purposes of this paragraph, a proposed item of equipment or material will be considered functionally equal to an item so named if:
    - a. in the exercise of reasonable judgment Engineer determines that the proposed item:
      - 1) is at least equal in materials of construction, quality, durability, appearance, strength, and design characteristics;
      - 2) will reliably perform at least equally well the function and achieve the results imposed by the design concept of the completed Project as a functioning whole;
      - 3) has a proven record of performance and availability of responsive service; and
      - 4) is not objectionable to Owner.
    - b. Contractor certifies that, if the proposed item is approved and incorporated into the Work:
      - 1) there will be no increase in cost to the Owner or increase in Contract Times; and
      - 2) the item will conform substantially to the detailed requirements of the item named in the Contract Documents.
  2. Substitutions prior to the receipt of bids shall be governed by the Instructions to bidders. Substitutions after the entry into the Agreement shall be governed by these Modified General Conditions.
- B. *Contractor's Expense:* Contractor shall provide all data in support of any proposed "or equal" item at Contractor's expense.
- C. *Engineer's Evaluation and Determination:* Engineer will be allowed a reasonable time to evaluate each "or-equal" request. Engineer may require Contractor to furnish additional data about the proposed "or-equal" item. Engineer will be the sole judge of acceptability. No "or-equal" item will be ordered, furnished, installed, or utilized until Engineer's review is complete and Engineer determines that the proposed item is an "or-equal," which will be evidenced by an approved Shop Drawing or other written communication. Engineer will advise Contractor in writing of any negative determination.
- D. *Effect of Engineer's Determination:* Neither approval nor denial of an "or-equal" request will result in any change in Contract Price. The Engineer's denial of an "or-equal" request will be final and binding, and may not be reversed through an appeal under any provision of the Contract.
- E. *Treatment as a Substitution Request:* If Engineer determines that an item of equipment or material proposed by Contractor does not qualify as an "or-equal" item, Contractor

may request that Engineer consider the item a proposed substitute pursuant to Paragraph 7.06.

7.06 *Substitutes*

- A. *Contractor's Request; Governing Criteria:* Unless the specification or description of an item of equipment or material required to be furnished under the Contract Documents contains or is followed by words reading that no substitution is permitted, Contractor may request that Engineer authorize the use of other items of equipment or material under the circumstances described below. To the extent possible such requests must be made before commencement of related construction at the Site.
1. Contractor shall submit sufficient information as provided below to allow Engineer to determine if the item of material or equipment proposed is functionally equivalent to that named and an acceptable substitute therefor. Engineer will not accept requests for review of proposed substitute items of equipment or material from anyone other than Contractor.
  2. The requirements for review by Engineer will be as set forth in Paragraph 7.06.B, as supplemented by the Specifications, and as Engineer may decide is appropriate under the circumstances.
  3. Contractor shall make written application to Engineer for review of a proposed substitute item of equipment or material that Contractor seeks to furnish or use. The application:
    - a. will certify that the proposed substitute item will:
      - 1) perform adequately the functions and achieve the results called for by the general design;
      - 2) be similar in substance to the item specified; and
      - 3) be suited to the same use as the item specified.
    - b. will state:
      - 1) the extent, if any, to which the use of the proposed substitute item will necessitate a change in Contract Times;
      - 2) whether use of the proposed substitute item in the Work will require a change in any of the Contract Documents (or in the provisions of any other direct contract with Owner for other work on the Project) to adapt the design to the proposed substitute item; and
      - 3) whether incorporation or use of the proposed substitute item in connection with the Work is subject to payment of any license fee or royalty.
    - c. will identify:
      - 1) all variations of the proposed substitute item from the item specified; and
      - 2) available engineering, sales, maintenance, repair, and replacement services.
    - d. will contain an itemized estimate of all costs or credits that will result directly or indirectly from use of such substitute item, including but not limited to changes in Contract Price, shared savings, costs of redesign, and claims of other contractors affected by any resulting change.

- B. *Engineer's Evaluation and Determination:* Engineer will be allowed a reasonable time to evaluate each substitute request, and to obtain comments and direction from Owner. Engineer may require Contractor to furnish additional data about the proposed substitute item. Engineer will be the sole judge of acceptability. No substitute will be ordered, furnished, installed, or utilized until Engineer's review is complete and Engineer determines that the proposed item is an acceptable substitute. Engineer's determination will be evidenced by a Field Order or a proposed Change Order accounting for the substitution itself and all related impacts, including changes in Contract Price or Contract Times. Engineer will advise Contractor in writing of any negative determination.
- C. *Special Guarantee:* Owner may require Contractor to furnish at Contractor's expense a special performance guarantee or other surety with respect to any substitute.
- D. *Reimbursement of Engineer's Cost:* Engineer will record Engineer's costs in evaluating a substitute proposed or submitted by Contractor. Whether or not Engineer approves a substitute so proposed or submitted by Contractor, Contractor shall reimburse Owner for the reasonable charges of Engineer for evaluating each such proposed substitute. Contractor shall also reimburse Owner for the reasonable charges of Engineer for making changes in the Contract Documents (or in the provisions of any other direct contract with Owner) resulting from the acceptance of each proposed substitute. In the instance where the Engineer is the City of Gahanna Engineer, the foregoing work shall be charged at a rate of \$100.00 per hour for any City of Gahanna employee performing the tasks contemplated in this paragraph.
- E. *Contractor's Expense:* Contractor shall provide all data in support of any proposed substitute at Contractor's expense.
- F. *Effect of Engineer's Determination:* If Engineer approves the substitution request, Contractor shall execute the proposed Change Order and proceed with the substitution. The Engineer's denial of a substitution request will be final and binding and may not be reversed through an appeal under any provision of the Contract. Contractor may challenge the scope of reimbursement costs imposed under Paragraph 7.06.D, by timely submittal of a Change Proposal.

#### 7.07 *Concerning Subcontractors and Suppliers*

- A. Contractor may retain Subcontractors and Suppliers for the performance of parts of the Work. Such Subcontractors and Suppliers must be acceptable to Owner. The Contractor's retention of a Subcontractor or Supplier for the performance of parts of the Work will not relieve Contractor's obligation to Owner to perform and complete the Work in accordance with the Contract Documents.
- B. Contractor shall retain specific Subcontractors and Suppliers for the performance of designated parts of the Work if required by the Contract to do so.
- C. Subsequent to the submittal of Contractor's Bid or final negotiation of the terms of the Contract, Owner may not require Contractor to retain any Subcontractor or Supplier to furnish or perform any of the Work against which Contractor has reasonable objection. If Owner or Engineer, after due investigation, has reasonable objections to any proposed Subcontractor, Supplier, or other individual or entity, either may request Contractor submit an acceptable substitute without an increase in Contract Price, and the Contractor shall do so within ten (10) days.
- D. Prior to entry into any binding subcontract or purchase order, Contractor shall submit to Owner the identity of the proposed Subcontractor or Supplier (unless Owner has already deemed such proposed Subcontractor or Supplier acceptable during the

bidding process or otherwise). Such proposed Subcontractor or Supplier shall be deemed acceptable to Owner unless Owner raises a substantive, reasonable objection within five (5) days. The Owner's acceptance or failure to raise an objection shall not relieve the Contractor of its liability for the acts, omissions, or breaches of contract by its subcontractors or suppliers.

- E. E. Owner may require the replacement of any Subcontractor, Supplier, employee, or other individual or entity retained by Contractor to perform any part of the Work. Owner also may require Contractor to retain specific replacements; provided, however, that Owner may not require a replacement to which Contractor has a reasonable objection. If Contractor has submitted the identity of certain Subcontractors, Suppliers, or other individuals or entities for acceptance by Owner, and Owner has accepted it (either in writing or by failing to make written objection thereto), then Owner may subsequently revoke the acceptance of any such Subcontractor, Supplier, or other individual or entity so identified solely on the basis of substantive, reasonable objection after due investigation. Contractor shall submit an acceptable replacement for the rejected Subcontractor, Supplier, or other individual or entity. Cause for removal shall include but not be limited to incompetent, unfaithful, or disorderly behavior, refusal to carry out any provision of the Contract Documents, careless or unsatisfactory work, or disrespectful, threatening or abusive language to any supervisor of the work or to the public..
- F. If Owner requires the replacement of any Subcontractor or Supplier retained by Contractor to perform any part of the Work, then Contractor shall be entitled to an adjustment in Contract Price or Contract Times, with respect to the replacement; and Contractor shall initiate a Change Proposal for such adjustment within thirty (30) days of Owner's requirement of replacement.
- G. No acceptance by Owner of any such Subcontractor or Supplier, whether initially or as a replacement, will constitute a waiver of the right of Owner to the completion of the Work in accordance with the Contract Documents.
- H. On a monthly basis, Contractor shall submit to Engineer a complete list of all Subcontractors and Suppliers having a direct contract with Contractor, and of all other Subcontractors and Suppliers known to Contractor at the time of submittal.
- I. Contractor shall be solely responsible for scheduling and coordinating the work of Subcontractors and Suppliers.
- J. The divisions and sections of the Specifications and the identifications of any Drawings do not control Contractor in dividing the Work among Subcontractors or Suppliers, or in delineating the Work to be performed by any specific trade.
- K. All Work performed for Contractor by a Subcontractor or Supplier must be pursuant to an appropriate contractual agreement that specifically binds the Subcontractor or Supplier to the applicable terms and conditions of the Contract for the benefit of Owner and Engineer.
- L. Owner may furnish to any Subcontractor or Supplier, to the extent practicable, information about amounts paid to Contractor for Work performed for Contractor by the Subcontractor or Supplier.
- M. Contractor shall restrict all Subcontractors and Suppliers from communicating with Engineer or Owner, except through Contractor or in case of an emergency, or as otherwise expressly allowed in this Contract.



- N. Contractor shall be fully responsible to Owner and Engineer for all acts and omissions of the Subcontractors, Suppliers, and other individuals or entities performing or furnishing any of the Work just as Contractor is responsible for Contractor's own acts and omissions.
- O. Nothing in the Contract Documents:
1. shall create for the benefit of any such Subcontractor, Supplier, or other individual or entity any contractual relationship between Owner or Engineer and any such Subcontractor, Supplier, or other individual or entity; nor
  2. shall create any obligation on the part of Owner or Engineer to pay or to see to the payment of any money due any such Subcontractor, Supplier, or other individual or entity except as may otherwise be required by Laws and Regulations.
- P. The Owner shall be an intended third-party beneficiary of Contractor's agreements with its consultants, subcontractors, and suppliers.

#### 7.08 *Patent Fees and Royalties*

- A. Contractor shall pay all license fees and royalties and assume all costs incident to the use in the performance of the Work or the incorporation in the Work of any invention, design, process, product, or device which is the subject of patent rights or copyrights held by others. If an invention, design, process, product, or device is specified in the Contract Documents for use in the performance of the Work and if, to the actual knowledge of Owner or Engineer, its use is subject to patent rights or copyrights calling for the payment of any license fee or royalty to others, the existence of such rights will be disclosed in the Contract Documents.
- C. To the fullest extent permitted by Laws and Regulations, Contractor shall indemnify and hold harmless Owner and Engineer, and the officers, directors, members, partners, employees, agents, consultants and subcontractors of each and any of them, from and against all claims, costs, losses, and damages (including but not limited to all fees and charges of engineers, architects, attorneys, and other professionals and all court or arbitration or other dispute resolution costs) arising out of or relating to any infringement of patent rights or copyrights incident to the use in the performance of the Work or resulting from the incorporation in the Work of any invention, design, process, product, or device not specified in the Contract Documents.

#### 7.09 *Permits*

- A. Unless otherwise provided in the Contract Documents, Contractor shall obtain and pay for all construction permits, licenses, and certificates of occupancy. Owner shall assist Contractor, when necessary, in obtaining such permits and licenses. Contractor shall pay all governmental charges and inspection fees necessary for the prosecution of the Work which are applicable at the time of the submission of Contractor's Bid (or when Contractor became bound under a negotiated contract). Owner shall pay all charges of utility owners for connections for providing permanent service to the Work.
- B. Materials purchased for use or consumption in connection with the proposed Work will be exempt from the State of Ohio Sales Tax, as provided in Section 5739.02 of the Ohio Revised Code, and also from the State of Ohio Use Tax, as provided in Section 5741.01 of the Ohio Revised Code. The Owner will provide the Contractor with a Construction Tax Exempt Certificate upon request, made through the Engineer.
- C. Purchases by the Contractor of expendable items, such as form lumber, tools, oil, greases, fuel, or equipment rentals, are subject to the application of Ohio Sales or Use Taxes.

- D. In addition to any other taxes required to be withheld by the Contractor, the Contractor shall withhold any income taxes due to the Owner for wages, salaries and commissions paid to its employees for work done under this Agreement and further agrees that any of its subcontractors shall, by the terms of its subcontract, be required to withhold any such income taxes due for work performed under this Agreement.

#### 7.10 Taxes

- A. Contractor shall pay all sales, consumer, use, and other similar taxes required to be paid by Contractor in accordance with the Laws and Regulations of the place of the Project which are applicable during the performance of the Work.
- B. The Owner is a political subdivision of the State of Ohio and is exempt from taxation under the Ohio Sales Tax and Use Tax Laws. Building materials that the successful Bidder purchases for incorporation into the Project will be exempt from state sales and use taxes if the successful Bidder provides a properly completed Ohio Department of Taxation Construction Contract Exemption Certificate to the vendors or suppliers when the materials are acquired. The Owner will execute properly completed certificates on request.
- C. Materials purchased for use or consumption in connection with the proposed Work will be exempt from the State of Ohio Sales Tax, as provided in Section 5739.02 of the Ohio Revised Code, and also from the State of Ohio Use Tax, as provided in Section 5741.01 of the Ohio Revised Code. The Owner will provide the Contractor with a Construction Tax Exempt Certificate upon request, made through the Engineer.
- D. Purchases by the Contractor of expendable items, such as form lumber, tools, oil, greases, fuel, or equipment rentals, are subject to the application of Ohio Sales or Use Taxes.
- E. In addition to any other taxes required to be withheld by the Contractor, the Contractor shall withhold any income taxes due to the Owner for wages, salaries and commissions paid to its employees for work done under this Agreement and further agrees that any of its subcontractors shall, by the terms of its subcontract, be required to withhold any such income taxes due for work performed under this Agreement.

#### 7.11 Laws and Regulations

- A. Contractor shall give all notices required by and shall comply with all Laws and Regulations applicable to the performance of the Work. Neither Owner nor Engineer shall be responsible for monitoring Contractor's compliance with any Laws or Regulations.
- B. If Contractor performs any Work or takes any other action knowing or having reason to know that it is contrary to Laws or Regulations, Contractor shall bear all resulting costs and losses, and shall indemnify and hold harmless Owner and Engineer, and the officers, directors, members, partners, employees, agents, consultants, and subcontractors of each and any of them, from and against all claims, costs, losses, and damages (including but not limited to all fees and charges of engineers, architects, attorneys, and other professionals and all court or arbitration or other dispute resolution costs) arising out of or relating to such Work or other action. It is not Contractor's responsibility to make certain that the Work described in the Contract Documents is in accordance with Laws and Regulations, but this does not relieve Contractor of its obligations under Paragraph 3.03.
- C. *Prevailing Wage Rates:* For "Construction" projects as defined in Section 4115.03 of the Ohio Revised Code, the successful Bidder and all of its subcontractors,

regardless of tier, will strictly comply with its obligation to pay a rate of wages on the Project not less than the rate of wages fixed for this Project under Section 4115.04 of the Ohio Revised Code. Additionally, for such "Construction Projects," the successful Bidder will comply with all other provisions of Chapter 4115 of the Ohio Revised Code. Where Federal prevailing wage rates apply the successful Bidder and all of its subcontractors, regardless of tier, will strictly comply with its obligation to pay a rate of wages on the Project not less than the rate of wages fixed for this Project under the applicable Federal law. See **Appendix B**.

#### 7.12 *Record Documents*

- A. Contractor shall maintain in a safe place at the Site one printed record copy of all Drawings, Specifications, Addenda, Change Orders, Work Change Directives, Field Orders, written interpretations and clarifications, and approved Shop Drawings. Contractor shall keep such record documents in good order and annotate them to show changes made during construction. These record documents, together with all approved Samples, will be available to Engineer for reference. Upon completion of the Work, Contractor shall deliver these record documents to Engineer.

#### 7.13 *Safety and Protection*

- A. Contractor shall be solely responsible for initiating, maintaining, and supervising all safety precautions and programs in connection with the Work. Such responsibility does not relieve Subcontractors of their responsibility for the safety of persons or property in the performance of their work, nor for compliance with applicable safety Laws and Regulations.
- B. Contractor shall designate a qualified and experienced safety representative whose duties and responsibilities are the prevention of Work-related accidents and the maintenance and supervision of safety precautions and programs.
- C. Contractor shall take all necessary precautions for the safety of, and shall provide the necessary protection to prevent damage, injury, or loss to:
  - 1. all persons on the Site or who may be affected by the Work;
  - 2. all the Work and materials and equipment to be incorporated therein, whether in storage on or off the Site; and
  - 3. other property (public or private) at the Site or adjacent thereto, including trees, shrubs, lawns, walks, pavements, roadways, structures, other work in progress, utilities, and Underground Facilities not designated for removal, relocation, or replacement in the course of construction.
- D. All damage, injury, or loss to any property referred to in Paragraph 7.13.C.2 or 7.13.C.3 caused, directly or indirectly, in whole or in part, by Contractor, any Subcontractor, Supplier, or any other individual or entity directly or indirectly employed by any of them to perform any of the Work, or anyone for whose acts any of them may be liable, shall be remedied by Contractor at its expense (except damage or loss attributable to the fault of Drawings or Specifications or to the acts or omissions of Owner or Engineer or anyone employed by any of them, or anyone for whose acts any of them may be liable, and not attributable, directly or indirectly, in whole or in part, to the fault or negligence of Contractor or any Subcontractor, Supplier, or other individual or entity directly or indirectly employed by any of them).

- E. Contractor shall comply with all applicable Laws and Regulations relating to the safety of persons or property, or to the protection of persons or property from damage, injury, or loss; and shall erect and maintain all necessary safeguards for such safety and protection.
- F. Contractor shall notify Owner; the owners of adjacent property; the owners of Underground Facilities and other utilities (if the identity of such owners is known to Contractor); and other contractors and utility owners performing work at or adjacent to the Site, in writing, when Contractor knows that prosecution of the Work may affect them, and shall cooperate with them in the protection, removal, relocation, and replacement of their property or work in progress.
- G. Contractor shall comply with the applicable requirements of Owner's safety programs, if any. Any Owner's safety programs that are applicable to the Work are identified or included in the Modified General Conditions or Specifications.
- H. Contractor shall inform Owner and Engineer of the specific requirements of Contractor's safety program with which Owner's and Engineer's employees and representatives must comply while at the Site.
- I. Contractor's duties and responsibilities for safety and protection will continue until all the Work is completed, Engineer has issued a written notice to Owner and Contractor in accordance with Paragraph 15.06.C that the Work is acceptable, and Contractor has left the Site (except as otherwise expressly provided in connection with Substantial Completion).
- J. Contractor's duties and responsibilities for safety and protection will resume whenever Contractor or any Subcontractor or Supplier returns to the Site to fulfill warranty or correction obligations, or to conduct other tasks arising from the Contract Documents.
- K. Contractor shall keep at the Site at all times during the progress of the Work a competent person to comply with OSHA trenching and excavation requirements. The competent person shall be one who is capable of identifying existing and predictable hazards in the surroundings, or working conditions that are unsanitary, hazardous, or dangerous to employees, and who has authorization to take prompt corrective measures to eliminate them.

#### 7.14 *Hazard Communication Programs*

- A. Contractor shall be responsible for coordinating any exchange of safety data sheets (formerly known as material safety data sheets) or other hazard communication information required to be made available to or exchanged between or among employers at the Site in accordance with Laws or Regulations.

#### 7.15 *Emergencies*

- A. In emergencies affecting the safety or protection of persons or the Work or property at the Site or adjacent thereto, Contractor is obligated to act, without special instructions or direction, to prevent damage, injury, or loss. Contractor shall give Engineer prompt written notice if Contractor believes that any significant changes in the Work or variations from the Contract Documents have been caused by an emergency or are required as a result of Contractor's response to an emergency. If the Engineer determines that a change in the Contract Documents is required because of an emergency or Contractor's response, a Work Change Directive or Change Order will be issued.

However, the Contractor acknowledges and agrees that any action taken by the Ohio Director of Health or any other government agency with respect to an ongoing or newly



determined pandemic does not constitute an “emergency” under this Paragraph. Nothing in this section will be construed as relieving Contractor from the cost and responsibility for emergencies covered hereby, which with normal diligence, planning and the close supervision of the Work, as required under the Contract, could not have been foreseen or prevented.

Contractor will provide Owner a list of names and telephone numbers of the designated employees for each Subcontractor to be contacted in case of emergency during non-working hours. A copy of the list will also be displayed at the jobsite.

## 7.16 *Submittals*

### A. *Shop Drawing and Sample Requirements*

1. Before submitting a Shop Drawing or Sample, Contractor shall:
  - a. review and coordinate the Shop Drawing or Sample with other Shop Drawings and Samples and with the requirements of the Work and the Contract Documents;
  - b. determine and verify:
    - 1) all field measurements, quantities, dimensions, specified performance and design criteria, installation requirements, materials, catalog numbers, and similar information with respect to the Submittal;
    - 2) the suitability of all materials and equipment offered with respect to the indicated application, fabrication, shipping, handling, storage, assembly, and installation pertaining to the performance of the Work; and
    - 3) all information relative to Contractor’s responsibilities for means, methods, techniques, sequences, and procedures of construction, and safety precautions and programs incident thereto;
  - c. confirm that the Submittal is complete with respect to all related data included in the Submittal.
2. Each Shop Drawing or Sample must bear a stamp or specific written certification that Contractor has satisfied Contractor’s obligations under the Contract Documents with respect to Contractor’s review of that Submittal, and that Contractor approves the Submittal.
3. With each Shop Drawing or Sample, Contractor shall give Engineer specific written notice of any variations that the Submittal may have from the requirements of the Contract Documents. This notice must be set forth in a written communication separate from the Submittal; and, in addition, in the case of a Shop Drawing by a specific notation made on the Shop Drawing itself.

### B. *Submittal Procedures for Shop Drawings and Samples:* Contractor shall label and submit Shop Drawings and Samples to Engineer for review and approval in accordance with the accepted Schedule of Submittals.

#### 1. *Shop Drawings*

- a. Contractor shall submit the number of copies required in the Specifications in a format, electronic or otherwise, designated by the Owner.
- b. Data shown on the Shop Drawings must be complete with respect to quantities, dimensions, specified performance and design criteria, materials, and similar data to show Engineer the services, materials, and equipment Contractor

proposes to provide, and to enable Engineer to review the information for the limited purposes required by Paragraph 7.16.C.

2. *Samples*

- a. Contractor shall submit the number of Samples required in the Specifications.
  - b. Contractor shall clearly identify each Sample as to material, Supplier, pertinent data such as catalog numbers, the use for which intended and other data as Engineer may require to enable Engineer to review the Submittal for the limited purposes required by Paragraph 7.16.C.
3. Where a Shop Drawing or Sample is required by the Contract Documents or the Schedule of Submittals, any related Work performed prior to Engineer's review and approval of the pertinent submittal will be at the sole expense and responsibility of Contractor.

C. *Engineer's Review of Shop Drawings and Samples*

1. Engineer will provide timely review of Shop Drawings and Samples in accordance with the accepted Schedule of Submittals. Engineer's review and approval will be only to determine if the items covered by the Submittals will, after installation or incorporation in the Work, comply with the requirements of the Contract Documents, and be compatible with the design concept of the completed Project as a functioning whole as indicated by the Contract Documents.
2. Engineer's review and approval will not extend to means, methods, techniques, sequences, or procedures of construction, or to safety precautions or programs incident thereto.
3. Engineer's review and approval of a separate item as such will not indicate approval of the assembly in which the item functions.
4. Engineer's review and approval of a Shop Drawing or Sample will not relieve Contractor from responsibility for any variation from the requirements of the Contract Documents unless Contractor has complied with the requirements of Paragraph 7.16.A.3 and Engineer has given written approval of each such variation by specific written notation thereof incorporated in or accompanying the Shop Drawing or Sample. Engineer will document any such approved variation from the requirements of the Contract Documents in a Field Order or other appropriate Contract modification.
5. Engineer's review and approval of a Shop Drawing or Sample will not relieve Contractor from responsibility for complying with the requirements of Paragraphs 7.16.A and B.
6. Engineer's review and approval of a Shop Drawing or Sample, or of a variation from the requirements of the Contract Documents, will not, under any circumstances, change the Contract Times or Contract Price, unless such changes are included in a Change Order.
7. Neither Engineer's receipt, review, acceptance, or approval of a Shop Drawing or Sample will result in such item becoming a Contract Document.
8. Contractor shall perform the Work in compliance with the requirements and commitments set forth in approved Shop Drawings and Samples, subject to the provisions of Paragraph 7.16.C.4.

*D. Resubmittal Procedures for Shop Drawings and Samples*

1. Contractor shall make corrections required by Engineer and shall return the required number of corrected copies of Shop Drawings and submit, as required, new Samples for review and approval. Contractor shall direct specific attention in writing to revisions other than the corrections called for by Engineer on previous Submittals.
2. Contractor shall furnish required Shop Drawing and Sample submittals with sufficient information and accuracy to obtain required approval of an item with no more than two resubmittals. Engineer will record Engineer's time for reviewing a third or subsequent resubmittal of a Shop Drawing or Sample, and Contractor shall be responsible for Engineer's charges to Owner for such time. Owner may impose a set-off against payments due Contractor to secure reimbursement for such charges.
3. If Contractor requests a change of a previously approved Shop Drawing or Sample, Contractor shall be responsible for Engineer's charges to Owner for its review time, and Owner may impose a set-off against payments due Contractor to secure reimbursement for such charges, unless the need for such change is beyond the control of Contractor.

**7.17 Contractor's General Warranty and Guarantee**

- A. Contractor warrants and guarantees to Owner that all Work will be in accordance with the Contract Documents and will not be defective. Engineer is entitled to rely on Contractor's warranty and guarantee.
- B. Owner's rights under this warranty and guarantee are in addition to, and are not limited by, Owner's rights under the correction period provisions of Paragraph 15.08. The time in which Owner may enforce its warranty and guarantee rights under this Paragraph 7.17 is limited only by applicable Laws and Regulations restricting actions to enforce such rights; provided, however, that after the end of the correction period under Paragraph 15.08:
  1. Owner shall give Contractor written notice of any defective Work within sixty (60) days of the discovery that such Work is defective; and
  2. Such notice will be deemed the start of an event giving rise to a Claim under Paragraph 12.01.B, such that any related Claim must be brought within thirty (30) days of the notice.
- C. Contractor's warranty and guarantee hereunder excludes defects or damage caused by:
  1. abuse, or improper modification, maintenance, or operation, by persons other than Contractor, Subcontractors, Suppliers, or any other individual or entity for whom Contractor is responsible; or
  2. normal wear and tear under normal usage.
- D. Contractor's obligation to perform and complete the Work in accordance with the Contract Documents is absolute. None of the following will constitute an acceptance of Work that is not in accordance with the Contract Documents, a release of Contractor's obligation to perform the Work in accordance with the Contract Documents, or a release of Owner's warranty and guarantee rights under this Paragraph 7.17:
  1. Observations by Engineer;

2. Recommendation by Engineer or payment by Owner of any progress or final payment;
  3. The issuance of a certificate of Substantial Completion by Engineer or any payment related thereto by Owner;
  4. Use or occupancy of the Work or any part thereof by Owner;
  5. Any review and approval of a Shop Drawing or Sample submittal;
  6. The issuance of a notice of acceptability by Engineer;
  7. The end of the correction period established in Paragraph 15.08;
  8. Any inspection, test, or approval by others; or
  9. Any correction of defective Work by Owner.
- E. If the Contract requires the Contractor to accept the assignment of a contract entered into by Owner, then the specific warranties, guarantees, and correction obligations contained in the assigned contract will govern with respect to Contractor's performance obligations to Owner for the Work described in the assigned contract.
- F. Upon final payment, the Contractor must assign and transfer to Owner all guarantees, warranties, and agreements from and with all contractors, subcontractors, vendors, suppliers, and manufacturers regarding their performance, quality of workmanship, or quality of materials supplied in connection with the work. Contractor represents and warrants that all such guarantees, warranties, and agreements will be in place and enforceable by the Owner in accordance with their terms. The Owner, however, will not assume through any assignment or transfer required under this subparagraph any of the Contractor's payment obligation to any entity.

#### **7.18 Indemnification**

- A. To the fullest extent permitted by Laws and Regulations, and in addition to any other obligations of Contractor under the Contract or otherwise, Contractor shall indemnify and hold harmless Owner and Engineer, and the officers, directors, members, partners, employees, agents, consultants and subcontractors of each and any of them, from losses, damages, costs, and judgments (including but not limited to all fees and charges of engineers, architects, attorneys, and other professionals, and all court or arbitration or other dispute resolution costs) arising from third-party claims or actions relating to or resulting from the performance or furnishing of the Work, provided that any such claim, action, loss, cost, judgment or damage is attributable to bodily injury, sickness, disease, or death, or to damage to or destruction of tangible property (other than the Work itself), including the loss of use resulting therefrom, but only to the extent caused by any negligent act or omission of Contractor, any Subcontractor, any Supplier, or any individual or entity directly or indirectly employed by any of them to perform any of the Work, or anyone for whose acts any of them may be liable.
- B. In any and all claims against Owner or Engineer, or any of their officers, directors, members, partners, employees, agents, consultants, or subcontractors, by any employee (or the survivor or personal representative of such employee) of Contractor, any Subcontractor, any Supplier, or any individual or entity directly or indirectly employed by any of them to perform any of the Work, or anyone for whose acts any of them may be liable, the indemnification obligation under Paragraph 7.18.A will not be limited in any way by any limitation on the amount or type of damages, compensation, or benefits payable by or for Contractor or any such Subcontractor, Supplier, or other



individual or entity under workers' compensation acts, disability benefit acts, or other employee benefit acts.

**7.19 *Delegation of Professional Design Services***

- A. Contractor will not be required to provide professional design services unless such services are specifically required by the Contract Documents for a portion of the Work or unless such services are required to carry out Contractor's responsibilities for construction means, methods, techniques, sequences and procedures. Contractor shall not be required to provide professional services in violation of applicable Laws and Regulations.
- B. If professional design services or certifications by a design professional related to systems, materials, or equipment are specifically required of Contractor by the Contract Documents, Owner and Engineer will specify all performance and design criteria that such services must satisfy. Contractor shall cause such services or certifications to be provided by a properly licensed professional, whose signature and seal shall appear on all drawings, calculations, specifications, certifications, and other submittals prepared by such professional. Shop Drawings and other submittals related to the Work designed or certified by such professional, if prepared by others, shall bear such professional's written approval when submitted to Engineer.
- C. Owner and Engineer shall be entitled to rely upon the adequacy, accuracy, and completeness of the services, certifications, and approvals performed or provided by the design professionals retained or employed by Contractor under an Owner-delegated design, subject to the professional standard of care and the performance and design criteria stated in the Contract Documents.
- D. Pursuant to this Paragraph 7.19, Engineer's review, approval, and other determinations regarding design drawings, calculations, specifications, certifications, and other Submittals furnished by Contractor pursuant to an Owner-delegated design will be only for the following limited purposes:
  - 1. Checking for conformance with the requirements of this Paragraph 7.19;
  - 2. Confirming that Contractor (through its design professionals) has used the performance and design criteria specified in the Contract Documents; and
  - 3. Establishing that the design furnished by Contractor is consistent with the design concept expressed in the Contract Documents.
- E. Contractor shall not be responsible for the adequacy of performance or design criteria specified by Owner or Engineer.
- F. Contractor is not required to provide professional services in violation of applicable Laws and Regulations.

**ARTICLE 8—OTHER WORK AT THE SITE**

**8.01 *Other Work***

- A. In addition to and apart from the Work under the Contract Documents, the Owner may perform other work at or adjacent to the Site. Such other work may be performed by Owner's employees, or through contracts between the Owner and third parties. Owner may also arrange to have third-party utility owners perform work on their utilities and facilities at or adjacent to the Site.

- B. If Owner performs other work at or adjacent to the Site with Owner's employees, or through contracts for such other work, then Owner shall give Contractor written notice thereof prior to starting any such other work. If Owner has advance information regarding the start of any third-party utility work that Owner has arranged to take place at or adjacent to the Site, Owner shall provide such information to Contractor.
- C. Contractor shall afford proper and safe access to the Site to each contractor that performs such other work, each utility owner performing other work, and Owner, if Owner is performing other work with Owner's employees, and provide a reasonable opportunity for the introduction and storage of materials and equipment and the execution of such other work.
- D. Contractor shall do all cutting, fitting, and patching of the Work that may be required to properly connect or otherwise make its several parts come together and properly integrate with such other work. Contractor shall not endanger any work of others by cutting, excavating, or otherwise altering such work; provided, however, that Contractor may cut or alter others' work with the written consent of Engineer and the others whose work will be affected.
- E. If the proper execution or results of any part of Contractor's Work depends upon work performed by others, Contractor shall inspect such other work and promptly report to Engineer in writing any delays, defects, or deficiencies in such other work that render it unavailable or unsuitable for the proper execution and results of Contractor's Work. Contractor's failure to so report will constitute an acceptance of such other work as fit and proper for integration with Contractor's Work except for latent defects and deficiencies in such other work.

#### 8.02 *Coordination*

- A. If Owner intends to contract with others for the performance of other work at or adjacent to the Site, to perform other work at or adjacent to the Site with Owner's employees, or to arrange to have utility owners perform work at or adjacent to the Site, the following will be set forth in the Modified General Conditions or provided to Contractor prior to the start of any such other work:
  - 1. The identity of the individual or entity that will have authority and responsibility for coordination of the activities among the various contractors;
  - 2. An itemization of the specific matters to be covered by such authority and responsibility; and
  - 3. The extent of such authority and responsibilities.
- B. Unless otherwise provided in the Modified General Conditions, Owner shall have sole authority and responsibility for such coordination.

#### 8.03 *Legal Relationships*

- A. If, in the course of performing other work for Owner at or adjacent to the Site, the Owner's employees, any other contractor working for Owner, or any utility owner that Owner has arranged to perform work, causes damage to the Work or to the property of Contractor or its Subcontractors, or delays, disrupts, interferes with, or increases the scope or cost of the performance of the Work, through actions or inaction, then Contractor shall be entitled to an equitable adjustment in the Contract Price or the Contract Times. Contractor must submit any Change Proposal seeking an equitable adjustment in the Contract Price or the Contract Times under this paragraph within five(5) business days of the damaging, delaying, disrupting, or interfering event. The entitlement to, and extent of, any such equitable adjustment will take into account

information (if any) regarding such other work that was provided to Contractor in the Contract Documents prior to the submittal of the Bid or the final negotiation of the terms of the Contract, and any remedies available to Contractor under Laws or Regulations concerning utility action or inaction. When applicable, any such equitable adjustment in Contract Price will be conditioned on Contractor assigning to Owner all Contractor's rights against such other contractor or utility owner with respect to the damage, delay, disruption, or interference that is the subject of the adjustment. Contractor's entitlement to an adjustment of the Contract Times is conditioned on such adjustment being essential to Contractor's ability to complete the Work within the Contract Times.

- B. Contractor shall take reasonable and customary measures to avoid damaging, delaying, disrupting, or interfering with the work of Owner, any other contractor, or any utility owner performing other work at or adjacent to the Site.
  - 1. If Contractor fails to take such measures and as a result damages, delays, disrupts, or interferes with the work of any such other contractor or utility owner, then Owner may impose a set-off against payments due Contractor, and assign to such other contractor or utility owner the Owner's contractual rights against Contractor with respect to the breach of the obligations set forth in this Paragraph 8.03.B.
  - 2. When Owner is performing other work at or adjacent to the Site with Owner's employees, Contractor shall be liable to Owner for damage to such other work, and for the reasonable direct delay, disruption, and interference costs incurred by Owner as a result of Contractor's failure to take reasonable and customary measures with respect to Owner's other work. In response to such damage, delay, disruption, or interference, Owner may impose a set-off against payments due Contractor.
- C. If Contractor damages, delays, disrupts, or interferes with the work of any other contractor, or any utility owner performing other work at or adjacent to the Site, through Contractor's failure to take reasonable and customary measures to avoid such impacts, or if any claim arising out of Contractor's actions, inactions, or negligence in performance of the Work at or adjacent to the Site is made by any such other contractor or utility owner against Contractor, Owner, or Engineer, then Contractor shall (1) promptly attempt to settle the claim as to all parties through negotiations with such other contractor or utility owner, or otherwise resolve the claim by arbitration or other dispute resolution proceeding or at law, and (2) indemnify and hold harmless the Owner, Engineer and their agents and assigns.

## **ARTICLE 9—OWNER'S RESPONSIBILITIES**

### **9.01   *Communications to Contractor***

- A. Except as otherwise provided in these Modified General Conditions, Owner shall issue all communications to Contractor through Engineer or the Resident Project Representative.

### **9.02   *Replacement of Engineer***

- A. Owner may at its discretion appoint an engineer to replace Engineer,. The replacement engineer's status under the Contract Documents will be that of the former Engineer.

- 9.03 *Furnish Data*
- A. Owner shall promptly furnish the data required of Owner under the Contract Documents.
- 9.04 *Pay When Due*
- A. Payments to Contractor shall be as provided in the Agreement.
- 9.05 *Lands and Easements; Reports, Tests, and Drawings*
- A. Owner's duties with respect to providing lands and easements are set forth in Paragraph 5.01.
- B. Owner's duties with respect to providing engineering surveys to establish reference points are set forth in Paragraph 4.03.
- C. Article 5 refers to Owner's identifying and making available to Contractor copies of reports of explorations and tests of conditions at the Site, and drawings of physical conditions relating to existing surface or subsurface structures at the Site.
- 9.06 *Insurance*
- A. Owner's responsibilities, if any, with respect to purchasing and maintaining liability and property insurance are set forth in Article 6.
- 9.07 *Change Orders*
- A. Owner's responsibilities with respect to Change Orders are set forth in Article 11.
- 9.08 *Inspections, Tests, and Approvals*
- A. Owner's responsibility with respect to certain inspections, tests, and approvals is set forth in Paragraph 14.02.
- 9.09 *Limitations on Owner's Responsibilities*
- A. The Owner shall not supervise, direct, or have control or authority over, nor be responsible for, Contractor's means, methods, techniques, sequences, or procedures of construction, or the safety precautions and programs incident thereto, or for any failure of Contractor to comply with Laws and Regulations applicable to the performance of the Work. Owner will not be responsible for Contractor's failure to perform and inspect the Work in accordance with the Contract Documents.
- 9.10 *Undisclosed Hazardous Environmental Condition*
- A. Owner's responsibility in respect to an undisclosed Hazardous Environmental Condition is set forth in Paragraph 5.06.
- 9.11 *Evidence of Financial Arrangements*
- A. The Owner shall provide the Contractor with a certificate from its fiscal officer as to the availability of funds.
- 9.12 *Safety Programs*
- A. While at the Site, Owner's employees and representatives shall comply with the specific applicable requirements of Contractor's safety programs of which Owner has been informed.
- B. Owner shall furnish copies of any applicable Owner safety programs to Contractor.



## ARTICLE 10—ENGINEER'S STATUS DURING CONSTRUCTION

### 10.01 *Owner's Representative*

- A. Engineer will be Owner's representative during the construction period. The Engineer's duties and responsibilities during the construction period are in addition to the duties and responsibilities of the Owner's Representative, as reference in the Agreement. The duties and responsibilities and the limitations of authority of Engineer as Owner's representative during construction are set forth in the Contract. Documents will not be changed without written consent of Owner and Engineer.

### 10.02 *Visits to Site*

- A. Engineer will make visits to the Site at intervals appropriate to the various stages of construction as Engineer deems necessary in order to observe, as an experienced and qualified design professional, the progress that has been made and the quality of the various aspects of Contractor's executed Work. Based on information obtained during such visits and observations, Engineer, for the benefit of Owner, will determine, in general, if the Work is proceeding in accordance with the Contract Documents. Engineer will not be required to make exhaustive or continuous inspections on the Site to check the quality or quantity of the Work. Engineer's efforts will be directed toward providing for Owner a greater degree of confidence that the completed Work will conform generally to the Contract Documents. On the basis of such visits and observations, Engineer will keep Owner informed of the progress of the Work and will endeavor to guard Owner against defective Work.
- B. Engineer's visits and observations are subject to all the limitations on Engineer's authority and responsibility set forth in Paragraph 10.07. Particularly, but without limitation, during or as a result of Engineer's visits or observations of Contractor's Work, Engineer will not supervise, direct, control, or have authority over or be responsible for Contractor's means, methods, techniques, sequences, or procedures of construction, or the safety precautions and programs incident thereto, or for any failure of Contractor to comply with Laws and Regulations applicable to the performance of the Work.

### 10.03 *Resident Project Representative*

- A. Owner may furnish a Resident Project Representative to represent Engineer at the Site and assist Engineer in observing the progress and quality of the Work, then the authority and responsibilities of any such Resident Project Representative will be as provided in the Modified General Conditions, and limitations on the responsibilities thereof will be as provided in the Modified General Conditions and in Paragraph 10.07.
- B. If Owner designates a representative or agent to represent Owner at the Site who is not Engineer's consultant, agent, or employee, the responsibilities and authority and limitations thereon of such other individual will be subject to the Contract Documents, specifically including the requirement in the Agreement that any Change Order or other Modification be authorized by the Owner.
- C. The Resident Project Representative shall not:
  - 1. Authorize any deviation from the Contract Documents or substitutions of materials or equipment, unless authorized by the Owner.
  - 2. Undertake any of the responsibilities of Contractor, Subcontractor or Contractor's superintendent.

3. Advise on issues directives relative to or assume control over any aspect of the means, methods, techniques, sequences, or procedures of construction.
4. Advise on, issues directives regarding, or assume control over, safety precautions and programs in connection with the Work.
5. Accept shop drawing or sample submittals from anyone other than Contractor.
6. Exceed limitations of Engineers' authority as set forth in the Contract Documents.
7. Authorize owner to occupy the Project in whole or in part.
8. Participate in specialized field or laboratory tests or inspections conducted by others except as specifically authorized by Engineer.

#### 10.04 *Engineer's Authority*

- A. Engineer has the authority to reject Work in accordance with Article 14.
- B. Engineer's authority as to Submittals is set forth in Paragraph 7.16.
- C. Engineer's authority as to design drawings, calculations, specifications, certifications and other Submittals from Contractor in response to Owner's delegation (if any) to Contractor of professional design services, is set forth in Paragraph 7.19.
- D. Engineer's authority as to changes in the Work is set forth in Article 11.
- E. Engineer's authority as to Applications for Payment is set forth in Article 15.

#### 10.05 *Determinations for Unit Price Work*

- A. Engineer will determine the actual quantities and classifications of Unit Price Work performed by Contractor as set forth in Paragraph 13.03.
- B. Unit Price Work for which a typical cross section or other detail from the Contract Documents applies shall be paid only up to the quantity determined by using the dimensions provided in the typical cross section or other detail. By way of example, this provision means that if a typical trench width detail in the Drawings shows a maximum width of 30-inches, all pay quantities associated with the actual work of constructing the detail shall be calculated using a trench width not greater than 30-inches. This means that the actual pay quantity could also be less than that based upon a 30-inch wide trench, if the actual trench width is smaller and otherwise in conformance with the Contract Documents, but the Contractor would not be paid more if the actual trench width exceeds 30 inches. Contractor is responsible for determining what actual trench width may be required due to field conditions and applicable laws and regulations existing at the time of its bid.

#### 10.06 *Decisions on Requirements of Contract Documents and Acceptability of Work*

- A. Engineer will render decisions regarding the requirements of the Contract Documents, and judge the acceptability of the Work, pursuant to the specific procedures set forth herein for initial interpretations, Change Proposals, and acceptance of the Work. In rendering such decisions and judgments, Engineer will not show partiality to Owner or Contractor, and will not be liable to Owner, Contractor, or others in connection with any proceedings, interpretations, decisions, or judgments conducted or rendered in good faith.

#### 10.07 *Limitations on Engineer's Authority and Responsibilities*

- A. Neither Engineer's authority or responsibility under this Article 10 or under any other provision of the Contract, nor any decision made by Engineer in good faith either to

exercise or not exercise such authority or responsibility or the undertaking, exercise, or performance of any authority or responsibility by Engineer, will create, impose, or give rise to any duty in contract, tort, or otherwise owed by Engineer to Contractor, any Subcontractor, any Supplier, any other individual or entity, or to any surety for or employee or agent of any of them.

- B. Engineer will not supervise, direct, control, or have authority over or be responsible for Contractor's means, methods, techniques, sequences, or procedures of construction, or the safety precautions and programs incident thereto, or for any failure of Contractor to comply with Laws and Regulations applicable to the performance of the Work. Engineer will not be responsible for Contractor's failure to perform the Work in accordance with the Contract Documents.
- C. Engineer will not be responsible for the acts or omissions of Contractor or of any Subcontractor, any Supplier, or of any other individual or entity performing any of the Work.
- D. Engineer's review of the final Application for Payment and accompanying documentation, and all maintenance and operating instructions, schedules, guarantees, bonds, certificates of inspection, tests and approvals, and other documentation required to be delivered by Contractor under Paragraph 15.06.A, will only be to determine generally that their content complies with the requirements of, and in the case of certificates of inspections, tests, and approvals, that the results certified indicate compliance with the Contract Documents.
- E. The limitations upon authority and responsibility set forth in this Paragraph 10.07 also apply to the Resident Project Representative, if any.

#### 10.08 *Compliance with Safety Program*

- A. While at the Site, Engineer's employees and representatives will comply with the specific applicable requirements of Owner's and Contractor's safety programs of which Engineer has been informed.

### **ARTICLE 11—CHANGES TO THE CONTRACT**

#### 11.01 *Amending and Supplementing the Contract*

- A. The Contract may be amended or supplemented by a Change Order, a Work Change Directive, or a Field Order.
- B. If an amendment or supplement to the Contract includes a change in the Contract Price or the Contract Times, such amendment or supplement must be set forth in a Change Order.
- C. All changes to the Contract that involve (1) the performance or acceptability of the Work, (2) the design (as set forth in the Drawings, Specifications, or otherwise), or (3) other engineering or technical matters, must be supported by Engineer's recommendation. Owner and Contractor may amend other terms and conditions of the Contract without the recommendation of the Engineer.

#### 11.02 *Change Orders*

- A. Owner and Contractor shall execute appropriate Change Orders covering:
  - 1. Changes in Contract Price or Contract Times which are agreed to by the parties, including any undisputed sum or amount of time for Work actually performed in accordance with a Work Change Directive;

2. Changes in Contract Price resulting from an Owner set-off, unless Contractor has duly contested such set-off;
  3. Changes in the Work which are: (a) ordered by Owner pursuant to Paragraph 11.05, (b) required because of Owner's acceptance of defective Work under Paragraph 14.04 or Owner's correction of defective Work under Paragraph 14.07, or (c) agreed to by the parties, subject to the need for Engineer's recommendation if the change in the Work involves the design (as set forth in the Drawings, Specifications, or otherwise) or other engineering or technical matters; and
  4. Changes that embody the substance of any final and binding results under: Paragraph 11.03.B, resolving the impact of a Work Change Directive; Paragraph 11.09, concerning Change Proposals; Article 12, Claims; Paragraph 13.02.D, final adjustments resulting from allowances; Paragraph 13.03.D, final adjustments relating to determination of quantities for Unit Price Work; and similar provisions.
- B. Agreement on any Change Order shall constitute a final settlement of all matters relating to the change in the Work that is the subject of the Change Order, including, without limitation, all direct and indirect costs associated with such change and any and all adjustments to the Contract Price and Contract Times, unless the Contractor submits a Change Proposal and Claim in accordance with the Contract Documents.
- C. If Owner and Contractor are unable to agree on entitlement to, or on the amount or extent, if any, of an adjustment in the Contract Price or Contract Times, or both, that should be allowed as a Work Change Directive, a Claim by be made therefor as provided in Article 12.

#### 11.03 *Work Change Directives*

- A. A Work Change Directive will not change the Contract Price or the Contract Times but is evidence that the parties expect that the modification ordered or documented by a Work Change Directive will be incorporated in a subsequently issued Change Order, following negotiations by the parties as to the Work Change Directive's effect, if any, on the Contract Price and Contract Times; or, if negotiations are unsuccessful, by a determination under the terms of the Contract Documents governing adjustments, expressly including Paragraph 11.07 regarding change of Contract Price.
- B. If Owner has issued a Work Change Directive and:
1. Contractor believes that an adjustment in Contract Times or Contract Price is necessary, then Contractor shall submit any Change Proposal seeking such an adjustment no later than thirty (30) days after the completion of the Work set out in the Work Change Directive.

#### 11.04 *Field Orders*

- A. Engineer may authorize minor changes in the Work if the changes do not involve an adjustment in the Contract Price or the Contract Times and are compatible with the design concept of the completed Project as a functioning whole as indicated by the Contract Documents. Such changes will be accomplished by a Field Order and will be binding on Owner and also on Contractor, which shall perform the Work involved promptly.
- B. If Contractor believes that a Field Order justifies an adjustment in the Contract Price or Contract Times, then before proceeding with the Work at issue, Contractor shall submit a Claim as provided herein.



#### 11.05 *Owner-Authorized Changes in the Work*

- A. Without invalidating the Contract and without notice to any surety, Owner may, at any time or from time to time, order additions, deletions, or revisions in the Work. Changes involving the design (as set forth in the Drawings, Specifications, or otherwise) or other engineering or technical matters will be supported by Engineer's recommendation.
- B. Such changes in the Work may be accomplished by a Change Order, if Owner and Contractor have agreed as to the effect, if any, of the changes on Contract Times or Contract Price; or by a Work Change Directive. Upon receipt of any such document, Contractor shall promptly proceed with the Work involved; or, in the case of a deletion in the Work, promptly cease construction activities with respect to such deleted Work. Added or revised Work must be performed under the applicable conditions of the Contract Documents.
- C. Nothing in this Paragraph 11.05 obligates Contractor to undertake work that Contractor reasonably concludes cannot be performed in a manner consistent with Contractor's safety obligations under the Contract Documents or Laws and Regulations.
- D. Should the Contractor conclude that an unsafe condition exists, Contractor shall, upon recognizing the condition, immediately stop Work in the affected area and report the condition to the Owner, and Engineer in writing. Upon receipt of the Contractor's written notice, the Owner shall obtain the services of a third-party to verify the presence or absence of the unsafe condition reported by the Contractor and, in the event such condition is found to be present, to cause it to be rendered harmless. If such third-party determines that a hazardous condition exists, the costs of such third-party along with the costs of rendering the condition harmless shall be at the Owner's expense. If such third-party determines that a hazardous or unsafe condition does not exist, the costs of the third-party shall be at the Contractor's expense, provided such unsafe condition was not caused by the Contractor or any of its consultants, subcontractors or suppliers, of any tier. Work in the affected area shall be resumed immediately following the occurrence of any one of the following events: (i) the Owner causes remedial work to be performed that results in the hazardous condition being rendered harmless; or (ii) the Owner and the Contractor, by written agreement, decide to resume performance of the Work; or (iii) the Work may safely and lawfully proceed using appropriate protective measures, as determined by a competent person employed by the Owner.

#### 11.06 *Unauthorized Changes in the Work*

- A. Contractor shall not be entitled to an increase in the Contract Price or an extension of the Contract Times with respect to any work performed that is not required by the Contract Documents, as amended, modified, or supplemented, except in the case of an emergency as provided in Paragraph 7.15 or in the case of uncovering Work as provided in Paragraph 14.05.C.2.
- B. Contractor shall not proceed with any change in the Work without the appropriate written authorization. The Contractor's failure to obtain prior written authorization for a change in the Work shall constitute a waiver by the Contractor of an adjustment to the Contract Price or Contract Time for the related Work.

#### 11.07 *Change of Contract Price*

- A. The Contract Price may only be changed by a Change Order.. Any Claim for an adjustment of Contract Price must comply with the provisions of Article 12.

- B. An adjustment in the Contract Price will be determined as follows:
1. Where the Work involved is covered by unit prices contained in the Contract Documents, then by application of such unit prices to the quantities of the items involved (subject to the provisions of Paragraph 13.03);
  2. Where the Work involved is not covered by unit prices contained in the Contract Documents, then by a mutually agreed lump sum (which may include an allowance for overhead and profit not necessarily in accordance with Paragraph 11.07.C.2); or
  3. Where the parties do not reach mutual agreement to a lump sum, then on the basis of the Cost of the Work (determined as provided in Paragraph 13.01) plus a Contractor's fee for overhead and profit (determined as provided in Paragraph 11.07.C).
- C. *Contractor's Fee*: When applicable, the Contractor's fee for overhead and profit will be determined as follows, and is the maximum total allowable amount:
1. A mutually acceptable fixed fee; or
  2. If a fixed fee is not agreed upon, then a fee based on the following percentages of the various portions of the Cost of the Work:
    - a. For costs incurred under Paragraphs 13.01.B.1 and 13.01.B.2, the Contractor's fee will be fifteen (15) percent;
    - b. For costs incurred under Paragraph 13.01.B.3, the Contractor's fee will be five (5) percent;
    - c. Where one or more tiers of subcontracts are on the basis of Cost of the Work plus a fee and no fixed fee is agreed upon, the intent of Paragraphs 11.07.C.2.a and 11.07.C.2.b is that the Contractor's fee will be based on: (1) a fee of fifteen (15) percent of the costs incurred under Paragraphs 13.01.B.1 and 13.01.B.2 by the Subcontractor that actually performs the Work, at whatever tier, and (2) with respect to Contractor itself and to any Subcontractors of a tier higher than that of the Subcontractor that actually performs the Work, a fee of five (5) percent of the amount (fee plus underlying costs incurred) attributable to the next lower tier Subcontractor; provided, however, that for any such subcontracted Work the maximum total fee to be paid by Owner will be no greater than twenty-seven (27) percent of the costs incurred by the Subcontractor that actually performs the Work;
    - d. No fee will be payable on the basis of costs itemized under Paragraphs 13.01.B.4, 13.01.B.5, and 13.01.C;
    - e. The amount of credit to be allowed by Contractor to Owner for any change which results in a net decrease in Cost of the Work will be the amount of the actual net decrease in Cost of the Work and a deduction of an additional amount equal to 5 percent of such actual net decrease in Cost of the Work; and
    - f. When both additions and credits are involved in any one change the adjustment in Contractor's fee shall be computed on the basis of the net change in accordance with Paragraphs 11.07.C.2.a through 11.07.C.2.e.

#### 11.08 *Change of Contract Times*

- A. The Contract Times may only be changed by a Change Order. Any Claim for an adjustment in the Contract Times must comply with the provisions of Article 12.
- B. An adjustment of the Contract Times shall be subject to the limitations set forth in Paragraph 4.05, concerning delays in Contractor's progress

#### 11.09 *Change Proposals*

- A. *Purpose and Content:* Contractor shall submit a Change Proposal to Engineer to request an adjustment in the Contract Times or Contract Price; contest an initial decision by Engineer concerning the requirements of the Contract Documents or relating to the acceptability of the Work under the Contract Documents; challenge a set-off against payment due; or seek other relief under the Contract. The Change Proposal will specify any proposed change in Contract Times or Contract Price, or other proposed relief, and explain the reason for the proposed change, with citations to any governing or applicable provisions of the Contract Documents. Each Change Proposal will address only one issue, or a set of closely related issues.
- B. *Change Proposal Procedures*
  - 1. *Procedures:* Contractor shall submit each Change Proposal to Engineer promptly (but in no event later than five (5) business days) after the start of the event giving rise thereto, or after such initial decision. The Contractor's obligation to deliver a fully completed Change Proposal within such five (5) business-day period is a material term of the Contract Documents and provides the Owner with the opportunity to mitigate its damages. Failure to provide a written Change Proposal within the time period specified herein shall constitute a waiver by the Contractor of its rights to an adjustment to the Contract Time or Contract Price for the Work that is the subject matter of the Change Proposal. The Contractor shall submit supporting data, including the proposed change in Contract Price or Contract Time (if any), to the Engineer and Owner within five (5) business days after the submittal of the Change Proposal. The supporting data shall be accompanied by a written statement that the supporting data are accurate and complete, and that any requested time or price adjustment is the entire adjustment to which Contractor believes it is entitled as a result of said event. Engineer will advise Owner regarding the Change Proposal, and consider any comments or response from Owner regarding the Change Proposal.
  - 2. *Engineer's Action:* Engineer will review each Change Proposal and, within ten (10) business days after receipt of the Contractor's supporting data, either deny the Change Proposal in whole, approve it in whole, or deny it in part and approve it in part. Such actions shall be in writing, with a copy provided to Owner and Contractor. If Engineer does not take action on the Change Proposal within ten (10) business days, then the Change Proposal is deemed denied, thereby commencing the time for appeal of the denial under Article 12.5. *Binding Decision:* Engineer's decision is final and binding upon Owner and Contractor, unless Owner or Contractor appeals the decision by filing a Claim under Article 12.
- C. *Resolution of Certain Change Proposals:* If the Change Proposal does not involve the design (as set forth in the Drawings, Specifications, or otherwise), the acceptability of the Work, or other engineering or technical matters, then Engineer will notify the parties in writing that the Engineer is unable to resolve the Change Proposal. For purposes of further resolution of such a Change Proposal, such notice will be deemed a denial, and Contractor may choose to seek resolution under the terms of Article 12.

- D. *Post-Completion*: Contractor shall not submit any Claim after Engineer issues a written recommendation of final payment pursuant to Paragraph 15.06.B.

#### 11.10 *Notification to Surety*

- A. If the provisions of any bond require notice to be given to a surety of any change affecting the general scope of the Work or the provisions of the Contract Documents (including, but not limited to, Contract Price or Contract Times), the giving of any such notice will be Contractor's responsibility. The amount of each applicable bond will be adjusted to reflect the effect of any such change, and the surety shall be obligated, with respect to any change, regardless of any failure to provide notice to the surety of any such change. Failure to provide notice to the surety of any such change shall not exonerate the surety from its obligations under the bond

### ARTICLE 12—CLAIMS

#### 12.01 *Claims*

- A. *Claims Process*: The following disputes between Owner and Contractor are subject to the Claims process set forth in this article:
1. Appeals by Owner or Contractor of Engineer's decisions regarding Change Proposals;
  2. Owner demands for adjustments in the Contract Price or Contract Times, or other relief under the Contract Documents;
  3. Disputes that Engineer has been unable to address because they do not involve the design (as set forth in the Drawings, Specifications, or otherwise), the acceptability of the Work, or other engineering or technical matters; and
  4. Subject to the waiver provisions of Paragraph 15.07, any dispute arising after Engineer has issued a written recommendation of final payment pursuant to Paragraph 15.06.B.
- B. *Submittal of Claim*: The Contractor shall deliver its claim directly to the Owner promptly (but in no event later than ten (10) days) after the start of the event giving rise thereto; in the case of appeals regarding Change Proposals within ten (10) days of the decision under appeal. The Contractor shall also furnish a copy to the Engineer, for its information only. The responsibility to substantiate a Claim shall rest with the party making the Claim. For each Claim the Contractor shall deliver a fully completed Statement of Claim Form, a copy of which form is a Contract Document, to the Engineer and the Owner. The Contractor shall be responsible for substantiating its Claim. The Contractor's failure to deliver a fully completed Statement of Claim form in accordance with this Agreement shall be an irrevocable waiver of the Contractor's right to any form of additional compensation, be it in time or money, arising out of the claim or the circumstances underlying the Claim. The Contractor's obligation to deliver a fully completed Statement of Claim within such ten (10)-day period is a material term of the Contract Documents and provides the Owner with the opportunity to mitigate its damages
- C. Failure to provide written notice of a Claim as specified herein shall constitute a waiver by the Contractor of any Claim for adjustment to the Contract Time or Contract Price.
1. *False or Fraudulent Claim*. The Contractor shall not knowingly present or cause to be presented to the Owner a false or fraudulent Claim. Knowingly shall have the same meaning as in Section 3729(b) USC of the Federal False Claims Act. If the



Contractor knowingly presents or causes to be presented a false or fraudulent Claim, then the Contractor shall be liable to the Owner for the same civil penalty and damages as the United States Government would be entitled to recover under such Section 3729(a) USC and shall also indemnify and hold the Owner harmless from all costs and expenses, including Owner's attorneys' and consultants' fees and expenses incurred in investigating and defending against such Claim and in pursuing the collection of such penalty, damages and fees and expenses.

2. *Claim Documentation:* Within ten (10) days of written request from the Owner, Contractor shall make available to Owner or its representative any books, records, or other documents in its possession or to which it has access, including but not limited to Contractor's daily logs/reports, original estimates of Work and applicable agreements, correspondence with subcontractors and suppliers, internal correspondence (including e-mail), accounting records, and other information from which the Contractor's costs may be derived. To the extent permitted by law, the Owner shall keep the Project accounting records and estimate for the Project confidential. As requested by the Owner, the Contractor shall provide such documents and information in paper copies and/or computer format (including the format of the Contractor's accounting software and/or ASCII format). The Contractor's provision of the requested documents and information shall be a condition precedent to any further proceeding under the Contract Documents or to payment of an Application for Payment
- D. Failure to provide the requested documents shall be a material breach of the Contract, and Contractor shall indemnify Owner for all of Owner's costs, losses, and damages (including but not limited to all fees and charges of engineers, architects, attorneys, and other professionals and all court or arbitration or other dispute resolution costs) arising out of or relating to Contractor's failure to comply with this provision. If the Contractor fails to provide the requested documents, the Contractor shall be precluded from presenting such documents in any subsequent dispute resolution proceedings, if the data was reasonably available at the time of the request.
- C. *Review and Resolution:* Engineer will review each Claim from Contractor and, within fourteen (14) calendar days after receipt of the Statement of the Claim Form, take one of the following actions in writing: 1) Deny the Claim in whole or in part; 2) approve the Claim; or 3) notify the parties that the Engineer is unable to resolve the Claim if, in the Engineer's sole discretion, it would be inappropriate for the Engineer to do so. For purposes of further resolution of the Claim, such notice shall be deemed a denial. In the even the Engineer does not take action on a Claim within said fourteen (14) calendar days, the Claim shall be denied.
- E. *Mediation*
  1. Any claim not resolved through direct negotiation of the parties, within thirty (30) days of the date of the claim, shall be subject to mediation.
  2. Owner and Contractor shall each pay one-half of the mediator's fees and costs.
- F. Any Claim not resolved through mediation shall be subject to the procedure set forth in Article 17 for the final resolution of disputes.
- G. *Final and Binding Results:* If the parties reach a mutual agreement regarding a Claim, whether through approval of the Claim, direct negotiations, mediation, or otherwise; or if a Claim is approved in part and denied in part, or denied in full, and such actions become final and binding; then the results of the agreement or action on the Claim

shall be incorporated in a Change Order to the extent they affect the Contract, including the Work, the Contract Times, or the Contract Price.

- H. IN THE EVENT THAT CONTRACTOR FILES A CLAIM OR FILES AN ACTION AGAINST OWNER, OWNER SHALL BE ENTITLED TO MAKE AN OFFER OF SETTLEMENT OF THE CLAIM TO CONTRACTOR AT ANY TIME UP TO THE DATE OF TRIAL. SUCH OFFER OF SETTLEMENT SHALL NOT BE ADMISSIBLE INTO EVIDENCE AT THE LITIGATION EXCEPT ON THE ISSUE OF ENTITLEMENT TO RECOVERY OF ATTORNEYS' FEES, COSTS, AND EXPENSES. IF AT ANY STAGE OF THE LITIGATION, INCLUDING ANY APPEALS, CONTRACTOR'S CLAIM IS DISMISSED OR FOUND TO BE WITHOUT MERIT, OR IF THE DAMAGES AWARDED TO CONTRACTOR ON ITS CLAIM DO NOT EXCEED OWNER'S OFFER OF SETTLEMENT, CONTRACTOR SHALL BE LIABLE TO OWNER AND SHALL REIMBURSE OWNER FOR ALL ATTORNEYS FEES, COSTS AND EXPENSES INCURRED BY OWNER FROM THE DATE OF THE OFFER OF SETTLEMENT UNTIL THE DATE OF THE FINAL ADJUDICATION AND RESOLUTION OF CONTRACTOR'S CLAIM.**

#### **ARTICLE 13—COST OF THE WORK; ALLOWANCES;**

##### **13.01 *Cost of the Work***

- A. *Purposes for Determination of Cost of the Work:* The term Cost of the Work means the sum of all costs necessary for the proper performance of the Work at issue, as further defined below. The provisions of this Paragraph 13.01 are used for two distinct purposes:
1. To determine Cost of the Work when Cost of the Work is a component of the Contract Price, under cost-plus-fee, time-and-materials, or other cost-based terms; or
  2. When needed to determine the value of a Change Order, Change Proposal, Claim, set-off, or other adjustment in Contract Price. When the value of any such adjustment is determined on the basis of Cost of the Work, Contractor is entitled only to those additional or incremental costs required because of the change in the Work or because of the event giving rise to the adjustment.
- B. *Costs Included:* Except as otherwise may be agreed to in writing by Owner, costs included in the Cost of the Work will be in amounts no higher than those commonly incurred in the locality of the Project, will not include any of the costs itemized in Paragraph 13.01.C, and will include only the following items:
1. Payroll costs for employees in the direct employ of Contractor in the performance of the Work under schedules of job classifications agreed upon by Owner and Contractor in advance of the subject Work. Such employees include, without limitation, superintendents, foremen, safety managers, safety representatives, and other personnel employed full time on the Work. Payroll costs for employees not employed full time on the Work will be apportioned on the basis of their time spent on the Work. Payroll costs include, but are not limited to, salaries and wages plus the cost of fringe benefits, which include social security contributions, unemployment, excise, and payroll taxes, workers' compensation, health and retirement benefits, sick leave, and vacation and holiday pay applicable thereto. The expenses of performing Work outside of regular working hours, on Saturday, Sunday, or legal holidays, will be included in the above to the extent authorized by Owner.

2. Cost of all materials and equipment furnished and incorporated in the Work, including costs of transportation and storage thereof, and Suppliers' field services required in connection therewith. All cash discounts accrue to Contractor unless Owner deposits funds with Contractor with which to make payments, in which case the cash discounts will accrue to Owner. All trade discounts, rebates, and refunds and returns from sale of surplus materials and equipment will accrue to Owner, and Contractor shall make provisions so that they may be obtained.
3. Payments made by Contractor to Subcontractors for Work performed by Subcontractors. If required by Owner, Contractor shall obtain competitive bids from subcontractors acceptable to Owner and Contractor and shall deliver such bids to Owner, which will then determine, with the advice of Engineer, which bids, if any, will be acceptable. If any subcontract provides that the Subcontractor is to be paid on the basis of Cost of the Work plus a fee, the Subcontractor's Cost of the Work and fee will be determined in the same manner as Contractor's Cost of the Work and fee as provided in this Paragraph 13.01.
4. Costs of special consultants (including but not limited to engineers, architects, testing laboratories, surveyors, attorneys, and accountants) employed or retained for services specifically related to the Work.
5. Other costs consisting of the following:
  - a. The proportion of necessary transportation, travel, and subsistence expenses of Contractor's employees incurred in discharge of duties connected with the Work.
  - b. Cost, including transportation and maintenance, of all materials, supplies, equipment, machinery, appliances, office, and temporary facilities at the Site, which are consumed in the performance of the Work, and cost, less market value, of such items used but not consumed which remain the property of Contractor.
    - 1) In establishing included costs for materials such as scaffolding, plating, or sheeting, consideration will be given to the actual or the estimated life of the material for use on other projects; or rental rates may be established on the basis of purchase or salvage value of such items, whichever is less. Contractor will not be eligible for compensation for such items in an amount that exceeds the purchase cost of such item.
  - c. *Construction Equipment Rental*
    - 1) Rentals of all construction equipment and machinery, and the parts thereof, in accordance with rental agreements approved by Owner as to price (including any surcharge or special rates applicable to overtime use of the construction equipment or machinery), and the costs of transportation, loading, unloading, assembly, dismantling, and removal thereof. All such costs will be in accordance with the terms of said rental agreements. The rental of any such equipment, machinery, or parts must cease when the use thereof is no longer necessary for the Work.
    - 2) Costs for equipment and machinery owned by Contractor or a Contractor-related entity will be paid at a rate shown for such equipment in the equipment rental rate book specified in the Modified General Conditions. An hourly rate will be computed by dividing the monthly rates by one-hundred seventy-six (176). These computed rates will include all operating costs.

- 3) With respect to Work that is the result of a Change Order, Change Proposal, Claim, set-off, or other adjustment in Contract Price ("changed Work"), included costs will be based on the time the equipment or machinery is in use on the changed Work and the costs of transportation, loading, unloading, assembly, dismantling, and removal when directly attributable to the changed Work. The cost of any such equipment or machinery, or parts thereof, must cease to accrue when the use thereof is no longer necessary for the changed Work. Costs for equipment and machinery owned by Contractor for which Contractor is seeking monetary compensation due to the equipment and machinery being idled through no cause of the Contractor will be paid at half-rate.
  - d. Sales, consumer, use, and other similar taxes related to the Work, and for which Contractor is liable, as imposed by Laws and Regulations. This provision shall not be interpreted to mean taxes levied against the Contractor as a result of the type of commercial activity the Contractor engages in as defined in Ohio Revised Code Section 5751.02 or any other taxes levied against the Contractor and directly attributable to the Contractor's business activities.
  - e. Deposits lost for causes other than negligence of Contractor, any Subcontractor, or anyone directly or indirectly employed by any of them or for whose acts any of them may be liable, and royalty payments and fees for permits and licenses.
  - f. Losses and damages (and related expenses) caused by damage to the Work, not compensated by insurance or otherwise, sustained by Contractor in connection with the performance of the Work (except losses and damages within the deductible amounts of builder's risk or other property insurance established in accordance with Paragraph 6), provided such losses and damages have resulted from causes other than the negligence of Contractor, any Subcontractor, or anyone directly or indirectly employed by any of them or for whose acts any of them may be liable. Such losses include settlements made with the written consent and approval of Owner. No such losses, damages, and expenses will be included in the Cost of the Work for the purpose of determining Contractor's fee.
  - g. The cost of utilities, fuel, and sanitary facilities at the Site.
  - h. Minor expenses such as communication service at the Site, express and courier services, and similar petty cash items in connection with the Work.
  - i. The costs of premiums for all bonds and insurance that Contractor is required by the Contract Documents to purchase and maintain.
- C. *Costs Excluded:* The term Cost of the Work does not include any of the following items:
1. Payroll costs and other compensation of Contractor's officers, executives, principals, general managers, engineers, architects, estimators, attorneys, auditors, accountants, purchasing and contracting agents, expeditors, timekeepers, clerks, and other personnel employed by Contractor, whether at the Site or in Contractor's principal or branch office for general administration of the Work and not specifically included in the agreed upon schedule of job classifications referred to in Paragraph 13.01.B.1 or specifically covered by Paragraph 13.01.B.4. The payroll costs and other compensation excluded here are to be considered administrative costs covered by the Contractor's fee.



2. The cost of purchasing, renting, or furnishing small tools and hand tools.
3. Expenses of Contractor's principal and branch offices other than Contractor's office at the Site.
4. Any part of Contractor's capital expenses, including interest on Contractor's capital employed for the Work and charges against Contractor for delinquent payments.
5. Costs due to the negligence of Contractor, any Subcontractor, or anyone directly or indirectly employed by any of them or for whose acts any of them may be liable, including but not limited to, the correction of defective Work, disposal of materials or equipment wrongly supplied, and making good any damage to property.
6. Expenses incurred in preparing and advancing Claims.
7. Other overhead or general expense costs of any kind and the costs of any item not specifically and expressly included in Paragraph 13.01.B.

**D. Contractor's Fee**

1. When the Work as a whole is performed on the basis of cost-plus, Contractor's fee shall be determined as set forth in the Agreement. When the value of any Work covered by a Change Order, Change Proposal, Claim, set-off, or other adjustment in Contract Price is determined on the basis of Cost of the Work, Contractor's fee shall be determined as set forth in Paragraph 11.07.C.

- E. Documentation and Audit.** Whenever the Cost of the Work for any purpose is to be determined pursuant to this Article 13, Contractor and pertinent Subcontractors will establish and maintain records of the costs in accordance with generally accepted accounting practices. Subject to prior written notice, Owner will be afforded reasonable access, during normal business hours, to all Contractor's accounts, records, books, correspondence, instructions, drawings, receipts, vouchers, memoranda, and similar data relating to the Cost of the Work and Contractor's fee. Contractor shall preserve all such documents for a period of three years after the final payment by Owner. Pertinent Subcontractors will afford such access to Owner, and preserve such documents, to the same extent required of Contractor.

**13.02 Allowances**

- A.** It is understood that Contractor has included in the Contract Price all allowances so named in the Contract Documents and shall cause the Work so covered to be performed for such sums and by such persons or entities as may be acceptable to Owner and Engineer.
- B. Cash Allowances:** Contractor agrees that:
1. the cash allowances include the cost to Contractor (less any applicable trade discounts) of materials and equipment required by the allowances to be delivered at the Site, and all applicable taxes; and
  2. Contractor's costs for unloading and handling on the Site, labor, installation, overhead, profit, and other expenses contemplated for the cash allowances have been included in the Contract Price and not in the allowances, and no demand for additional payment for any of the foregoing will be valid.
- C. Owner's Contingency Allowance:** Contractor agrees that an Owner's contingency allowance, if any, is for the sole use of Owner to cover unanticipated costs.

- D. Prior to final payment, an appropriate Change Order will be issued as recommended by Engineer to reflect actual amounts due Contractor for Work covered by allowances, and the Contract Price will be correspondingly adjusted.

### 13.03 *Unit Price Work*

- A. Where the Contract Documents provide that all or part of the Work is to be Unit Price Work, initially the Contract Price will be deemed to include for all Unit Price Work an amount equal to the sum of the unit price for each separately identified item of Unit Price Work times the estimated quantity of each item as indicated in the Agreement.
- B. The estimated quantities of items of Unit Price Work are not guaranteed and are solely for the purpose of comparison of Bids and determining an initial Contract Price. Payments to Contractor for Unit Price Work will be based on actual quantities.
- C. Each unit price will be deemed to include an amount considered by Contractor to be adequate to cover Contractor's overhead and profit for each separately identified item.
- D. Engineer will determine the actual quantities and classifications of Unit Price Work performed by Contractor. Engineer will review with Contractor the Engineer's preliminary determinations on such matters before rendering a written decision thereon (by recommendation of an Application for Payment or otherwise). Engineer's written decision thereon will be final and binding (except as modified by Engineer to reflect changed factual conditions or more accurate data) upon Owner and Contractor, and the final adjustment of Contract Price will be set forth in a Change Order, subject to the provisions of the following paragraph.
- E. Within thirty (30) days of Engineer's written decision under the preceding paragraph, Contractor may submit a Change Proposal, or Owner may file a Claim, seeking an adjustment in the Contract Price if:
  - 1. the quantity of any item of Unit Price Work performed by Contractor differs materially and significantly from the estimated quantity of such item indicated in the Agreement;
  - 2. there is no corresponding adjustment with respect to any other item of Work; and
  - 3. Contractor believes that it is entitled to an increase in contract price as a result of having incurred additional expense or owner believes that owner is entitled to a decrease in contract price, and the parties are unable to agree as to the amount of any such increase or decrease.
- 4. Where unit prices are requested in the Bid Form for a Prime Contract on which the Bidder submits a bid, the Bidder should quote a unit price. Unless otherwise expressly provided in the Bid Documents, such unit prices shall include all labor, materials, and services necessary for the timely and proper installation of the item for which the unit prices are requested. The unit prices quoted in the bid shall be the basis for any Change Orders entered into under the Owner-Contractor Agreement, unless the Design Professional determines that the use of such unit prices will cause substantial inequity to either the Contractor or the Owner.

## **ARTICLE 14—TESTS AND INSPECTIONS; CORRECTION, REMOVAL, OR ACCEPTANCE OF DEFECTIVE WORK.**

### **14.01 *Access to Work***

- A. Owner, Engineer, their consultants and other representatives and personnel of Owner, independent testing laboratories, and authorities having jurisdiction have access to the Site and the Work at reasonable times for their observation, inspection, and testing. Contractor shall provide them proper and safe conditions for such access and advise them of Contractor's safety procedures and programs so that they may comply with such procedures and programs as applicable.

### **14.02 *Tests, Inspections, and Approvals***

- A. All Work is subject to testing to indicate compliance with the Contract Documents requirements. Duplicate copies of test results required shall be submitted to the Engineer. Testing laboratories used by Contractor are subject to the approval of Owner. Tests and inspection of work may be conducted by Owner or an independent laboratory employed by Owner. Tests may also be performed in the field by Engineer as a basis for acceptance of the Work. Contractor shall give Engineer timely notice of readiness of the Work (or specific parts thereof) for all required inspections and tests, and shall cooperate with inspection and testing personnel to facilitate required inspections and tests. Samples required for testing shall be furnished by Contractor at no cost to Owner. In the event that completed Work does not conform to specification requirements during the initial test, the Work shall be corrected and retested for conformance. The Entire cost of retesting completed Work shall be borne by the Contractor. This shall include the extra cost for inspection to Owner which will be deducted from the final amount due the Contractor.
- B. If Laws or Regulations of any public body having jurisdiction require any Work (or part thereof) specifically to be inspected, tested, or approved by an employee or other representative of such public body, Contractor shall assume full responsibility for arranging and obtaining such inspections, tests, or approvals, pay all costs in connection therewith, and furnish Engineer the required certificates of inspection or approval.
- C. Contractor shall be responsible for arranging, obtaining, and paying for all inspections and tests required:
  - 1. by the Contract Documents, unless the Contract Documents expressly allocate responsibility for a specific inspection or test to Owner;
  - 2. to attain Owner's and Engineer's acceptance of materials or equipment to be incorporated in the Work;
  - 3. by manufacturers of equipment furnished under the Contract Documents;
  - 4. for testing, adjusting, and balancing of mechanical, electrical, and other equipment to be incorporated into the Work; and
  - 5. for acceptance of materials, mix designs, or equipment submitted for approval prior to Contractor's purchase thereof for incorporation in the Work.

Such inspections and tests will be performed by independent inspectors, testing laboratories, or other qualified individuals or entities acceptable to Owner and Engineer. Tests required by the Contract Documents to be performed by Contractor

that require test certificates to be submitted to Owner and Engineer for acceptance shall be made by an independent testing laboratory or agency licensed or certified in accordance with the Laws and Regulations and applicable state and local statutes. In the event state license or certification is not required, testing laboratories or agencies shall meet the following applicable requirements:

- a. Recommended Requirements for Independent Laboratory Qualification, published by the American Council of Independent Laboratories.
  - b. Basic requirements of ASTM E329, Standard Specifications for Agencies Engaged in the Testing and/or Inspection of Materials used in Construction as applicable; or
  - c. Calibrate testing equipment at reasonable intervals by devices of accuracy traceable to with the National Institute of Standards and Technology or accepted values of natural physical constants.
- D. If the Contract Documents require the Work (or part thereof) to be approved by Owner, Engineer, or another designated individual or entity, then Contractor shall assume full responsibility for arranging and obtaining such approvals.
- E. If any Work (or the work of others) that is to be inspected, tested, or approved is covered by Contractor without written concurrence of Engineer, Contractor shall, if requested by Engineer, uncover such Work for observation. Such uncovering will be at Contractor's expense unless Contractor had given Engineer timely notice of Contractor's intention to cover the same and Engineer had not acted with reasonable promptness in response to such notice.

#### 14.03 *Defective Work*

- A. *Contractor's Obligation:* It is Contractor's obligation to assure that the Work is not defective.
- B. *Engineer's Authority:* Engineer has the authority to determine whether Work is defective, and to reject defective Work.
- C. *Notice of Defects:* Prompt written notice of all defective Work of which Owner or Engineer has actual knowledge will be given to Contractor.
- D. *Correction, or Removal and Replacement:* Promptly after receipt of written notice of defective Work and so as to not delay the Project, Contractor shall correct all such defective Work, whether or not fabricated, installed, or completed, or, if Owner or Engineer has rejected the defective Work, remove it from the Project and replace it with Work that is not defective. Excessive cost or delay caused by defective Work performed by the Contractor shall not be an excuse for lack of correction, removal or replacement as directed by the Owner.
- E. *Preservation of Warranties:* When correcting defective Work, Contractor shall take no action that would void or otherwise impair Owner's special warranty and guarantee, if any, on said Work.
- F. *Costs and Damages:* In addition to its correction, removal, and replacement obligations with respect to defective Work, Contractor shall pay all claims, costs, losses, and damages arising out of or relating to defective Work, including but not limited to the cost of the inspection, testing, correction, removal, replacement, or reconstruction of such defective Work, fines levied against Owner by governmental authorities because the Work is defective, and the costs of repair or replacement of work of others resulting from defective Work. Prior to final payment, if Owner and



Contractor are unable to agree as to the measure of such claims, costs, losses, and damages resulting from defective Work, then Owner may impose a reasonable set-off against payments due under Article 15.

#### 14.04 *Acceptance of Defective Work*

- A. If, instead of requiring correction or removal and replacement of defective Work, Owner prefers to accept it, Owner may do so (subject, if such acceptance occurs prior to final payment, to Engineer's confirmation that such acceptance is in general accord with the design intent and applicable engineering principles and will not endanger public safety). Contractor shall pay all claims, costs, losses, and damages (including but not limited to all fees and charges of engineers, architects, attorneys, and other professionals and all court or arbitrator or other dispute resolution costs) attributable to Owner's evaluation of and determination to accept such defective Work (such costs to be approved by Engineer as to reasonableness), and for the diminished value of the Work to the extent not otherwise paid by Contractor. If any such acceptance occurs prior to Engineer's recommendation of final payment, the necessary revisions in the Contract Documents with respect to the Work will be incorporated in a Change Order. If the parties are unable to agree as to the decrease in the Contract Price, reflecting the diminished value of Work so accepted, then Owner may impose a reasonable set-off against payments due under Article 15. If the acceptance of defective Work occurs after final payment, Contractor shall pay an appropriate amount to Owner.

#### 14.05 *Uncovering Work*

- A. Engineer has the authority to require additional inspection or testing of the Work, whether or not the Work is fabricated, installed, or completed.
- B. If any Work is covered contrary to the written request of Engineer, then Contractor shall, if requested by Engineer, uncover such Work for Engineer's observation, and then replace the covering, all at Contractor's expense.
- C. If Engineer considers it necessary or advisable that covered Work be observed by Engineer or inspected or tested by others, then Contractor, at Engineer's request, shall uncover, expose, or otherwise make available for observation, inspection, or testing as Engineer may require, that portion of the Work in question, and provide all necessary labor, material, and equipment.
  - 1. If it is found that the uncovered Work is defective, Contractor shall be responsible for all claims, costs, losses, and damages arising out of or relating to such uncovering, exposure, observation, inspection, and testing, and of satisfactory replacement or reconstruction (including but not limited to all costs of repair or replacement of work of others); and pending Contractor's full discharge of this responsibility the Owner shall be entitled to impose a reasonable set-off against payments due under Article 15.
  - 2. If the uncovered Work is not found to be defective, Contractor shall be allowed an increase in the Contract Price or an extension of the Contract Times, directly attributable to such uncovering, exposure, observation, inspection, testing, replacement, and reconstruction. If the parties are unable to agree as to the amount or extent thereof, then Contractor may submit a Change Proposal within thirty (30) days of the determination that the Work is not defective.

#### 14.06 *Owner May Stop the Work*

- A. If the Work is defective, or Contractor fails to supply sufficient skilled workers or suitable materials or equipment, fails to comply with any requirements of the Contract

Documents, or fails to perform the Work in such a way that the completed Work will conform to the Contract Documents, then Owner may order Contractor to stop the Work, or any portion thereof, until the cause for such order has been eliminated; however, this right of Owner to stop the Work will not give rise to any duty on the part of Owner to exercise this right for the benefit of Contractor, any Subcontractor, any Supplier, any other individual or entity, or any surety for, or employee or agent of any of them.

#### **14.07 Owner May Correct Defective Work**

- A. If Contractor fails within two (2) business days (or such longer time as may be stated in the Notice) of a written notice from the Owner or Engineer to correct, or take reasonable steps to commence to correct, defective Work, or to remove and replace, or take responsible steps to commence to remove and replace rejected Work as required by Engineer, or if Contractor fails to perform the Work in accordance with the Contract Documents, or if Contractor fails to comply with any other provision of the Contract Documents, then Owner may, after seven (7) days written notice to Contractor, correct or remedy any such deficiency. In such case an appropriate Change Order shall be issued deducting from payments then or thereafter due the Contractor all the costs, losses, and damages (including but not limited to all fees and charges of engineers, architects, attorneys, and other professionals and all court or arbitration or other dispute resolution costs) incurred or sustained by Owner in exercising the rights and remedies under this Paragraph. If payments then or thereafter due the Contractor are not sufficient to cover such amounts, the Contractor shall pay the difference to the Owner. The Contractor irrevocably designates the Owner as the Contractor's attorney-in-fact to execute the Change Orders provided for in this Paragraph.
- B. In exercising the rights and remedies under this Paragraph 14.07, Owner shall proceed expeditiously. In connection with such corrective or remedial action, Owner may exclude Contractor from all or part of the Site, take possession of all or part of the Work and suspend Contractor's services related thereto, and incorporate in the Work all materials and equipment stored at the Site or for which Owner has paid Contractor but which are stored elsewhere. Contractor shall allow Owner, Owner's representatives, agents and employees, Owner's other contractors, and Engineer and Engineer's consultants access to the Site to enable Owner to exercise the rights and remedies under this paragraph.
- C. All claims, costs, losses, and damages incurred or sustained by Owner in exercising the rights and remedies under this Paragraph 14.07 will be charged against Contractor as set-offs against payments due under Article 15. Such claims, costs, losses and damages will include but not be limited to all costs of repair, or replacement of work of others destroyed or damaged by correction, removal, or replacement of Contractor's defective Work.
- D. Contractor shall not be allowed an extension of the Contract Times because of any delay in the performance of the Work attributable to the exercise by Owner of Owner's rights and remedies under this Paragraph 14.07.

### **ARTICLE 15—PAYMENTS TO CONTRACTOR; SET-OFFS; COMPLETION; CORRECTION PERIOD**

#### **15.01 Progress Payments**

A. *Basis for Progress Payments:* The Schedule of Values established as provided in Article 2 will serve as the basis for progress payments and will be incorporated into a form of Application for Payment acceptable to Engineer. Progress payments on account of Unit Price Work will be based on the number of units completed during the pay period, as determined under the provisions of Paragraph 13.03. Progress payments for cost-based Work will be based on Cost of the Work completed by Contractor during the pay period. The Engineer-approved version of the Application for Payment form, which includes information on completed Schedule of Values items, is to be used by the Contractor when making an Application for Progress Payment.

B. *Applications for Payments:*

1. Not more often than once every thirty (30) days, Contractor shall submit to Engineer for review an Application for Payment (including a Schedule of Values described in Paragraph 2.05.A of the Modified General Conditions) filled out and signed by Contractor covering the Work completed as of the date of the Application and accompanied by a properly completed Contractor's Payment Application Checklist, all the documentation required to be submitted with such Checklist, and any other supporting documentation required by the Contract Documents or by the Engineer. The Application for Payment will be in the form and submitted with the number of copies of it and all related documents as required by the Contract Documents. If payment is requested on the basis of materials and equipment not incorporated in the Work but delivered and suitably stored at the Site or at another location agreed to in writing, the Application for Payment shall also be accompanied by a bill of sale, invoice, or other documentation warranting that Owner has received the materials and equipment free and clear of all Liens, and evidence that the materials and equipment are covered by appropriate property insurance, a warehouse bond, or other arrangements to protect Owner's interest therein, all of which must be satisfactory to Owner.
2. Beginning with the second Application for Payment, each Application shall include a) a Waiver and Release Agreement for itself and a Subcontractors – Suppliers Waiver and Release Agreement for each of its subcontractors, and b) a Contractor's Affidavit with List of Subcontractors and Suppliers with Amounts Withheld.
3. The amount of retainage with respect to payments will be as stipulated in the Agreement. The Owner and the Contractor agree that there shall be no escrow account required in connection with the Project; nor, shall retainage earn interest.
4. The amount of retainage with respect to progress payments will be as stipulated in the Agreement. The Owner may hold retainage up to one year past the project completion date should the Owner determine that the Contractor has not met the contract requirements.

C. *Review of Applications*

1. Engineer will, within ten (10) business days after receipt and acceptance of each Application for Payment, including each resubmittal, either indicate in writing a recommendation of payment and present the Application to Owner, or return the Application to Contractor indicating in writing Engineer's reasons for refusing to recommend payment. In the latter case, Contractor may make the necessary corrections and resubmit the Application.
2. Engineer's recommendation of any payment requested in an Application for Payment will constitute a representation by Engineer to Owner, based on

Engineer's observations of the executed Work as an experienced and qualified design professional, and on Engineer's review of the Application for Payment and the accompanying data and schedules, that to the best of Engineer's knowledge, information and belief:

- a. the Work has progressed to the point indicated;
  - b. the quality of the Work is generally in accordance with the Contract Documents (subject to an evaluation of the Work as a functioning whole prior to or upon Substantial Completion, the results of any subsequent tests called for in the Contract Documents, a final determination of quantities and classifications for Unit Price Work under Paragraph 13.03, and any other qualifications stated in the recommendation); and
  - c. the conditions precedent to Contractor's being entitled to such payment appear to have been fulfilled in so far as it is Engineer's responsibility to observe the Work.
3. By recommending any such payment Engineer will not thereby be deemed to have represented that:
- a. inspections made to check the quality or the quantity of the Work as it has been performed have been exhaustive, extended to every aspect of the Work in progress, or involved detailed inspections of the Work beyond the responsibilities specifically assigned to Engineer in the Contract; or
  - b. there may not be other matters or issues between the parties that might entitle Contractor to be paid additionally by Owner or entitle Owner to withhold payment to Contractor.
4. Neither Engineer's review of Contractor's Work for the purposes of recommending payments nor Engineer's recommendation of any payment, including final payment, will impose responsibility on Engineer:
- a. to supervise, direct, or control the Work;
  - b. for the means, methods, techniques, sequences, or procedures of construction, or the safety precautions and programs incident thereto;
  - c. for Contractor's failure to comply with Laws and Regulations applicable to Contractor's performance of the Work;
  - d. to make any examination to ascertain how or for what purposes Contractor has used the money paid by Owner; or
  - e. to determine that title to any of the Work, materials, or equipment has passed to Owner free and clear of any Liens.
5. Engineer may refuse to recommend the whole or any part of any payment if, in Engineer's opinion, it would be incorrect to make the representations to Owner stated in Paragraph 15.01.C.2.
6. Engineer will recommend reductions in payment (set-offs) necessary in Engineer's opinion to protect Owner from loss because:
- a. the Work is defective, requiring correction or replacement;
  - b. the Contract Price has been reduced by Change Orders;



- c. Owner has been required to correct defective Work in accordance with Paragraph 14.07, or has accepted defective Work pursuant to Paragraph 14.04;
- d. Owner has been required to remove or remediate a Hazardous Environmental Condition for which Contractor is responsible; or
- e. Engineer has actual knowledge of the occurrence of any of the events that would constitute a default by Contractor and therefore justify termination for cause under the Contract Documents.
- f. The Contractor is in default of any other Agreement it has with the Owner

**D. *Payment Becomes Due***

- 1. Unless otherwise noted herein ten (10) business days after presentation of the Application for Payment, the Payment Application Checklist, and all required documentation to Owner with Engineer's recommendation and the approval of any agencies and/or lenders, the amount recommended and approved will (subject to the provisions of Paragraph 14.02.D) become due, and when due will be paid by Owner to Contractor.
- 2. If an agency other than the Owner is responsible for processing and providing the payment, fourteen (14) days after presentation of the Application for Payment to the Owner with Engineer's recommendation, the Owner shall submit the Application of Payment to the appropriate agency responsible for processing and providing the payment due to the Contractor. The Contractor indemnifies and waives all claims against the Owner concerning the timeliness of payments following the Owner's submission of the Application of Payment to the agency responsible for processing and providing the payment.

**E. *Reductions in Payment by Owner***

- 1. In addition to any reductions in payment (set-offs) recommended by Engineer, Owner is entitled to impose a set-off against payment based on any of the following:
  - a. Claims have been made against Owner based on Contractor's conduct in the performance or furnishing of the Work, or Owner has incurred costs, losses, or damages resulting from Contractor's conduct in the performance or furnishing of the Work, including but not limited to claims, costs, losses, or damages from workplace injuries, adjacent property damage, non-compliance with Laws and Regulations, and patent infringement;
  - b. Contractor has failed to take reasonable and customary measures to avoid damage, delay, disruption, and interference with existing infrastructure, public or private property or other work at or adjacent to the Site;
  - c. Contractor has failed to provide and maintain required bonds or insurance;
  - d. Owner has been required to remove or remediate a Hazardous Environmental Condition for which Contractor is responsible;
  - e. Owner has incurred extra charges or engineering costs related to submittal reviews, evaluations of proposed substitutes, tests and inspections, or return visits to manufacturing or assembly facilities;
  - f. The Work is defective, requiring correction or replacement;

- g. Owner has been required to correct defective Work in accordance with Paragraph 14.07, or has accepted defective Work pursuant to Paragraph 14.04;
  - h. The Contract Price has been reduced by Change Orders;
  - i. An event has occurred that would constitute a default by Contractor and therefore justify a termination for cause;
  - j. Liquidated or other damages have accrued as a result of Contractor's failure to achieve Milestones, Substantial Completion, or final completion of the Work;
  - k. Liens have been filed in connection with the Work, except where Contractor has delivered a specific bond satisfactory to Owner to secure the satisfaction and discharge of such Liens; or
  - l. Other items entitle Owner to a set-off against the amount recommended.
2. If Owner imposes any set-off against payment, whether based on its own knowledge or on the written recommendations of Engineer, Owner will give Contractor immediate written notice (with a copy to Engineer) stating the reasons for such action and the specific amount of the reduction, and promptly pay Contractor any amount remaining after deduction of the amount so withheld. Owner shall promptly pay Contractor the amount so withheld, or any adjustment thereto agreed to by Owner and Contractor, if Contractor remedies the reasons for such action. The reduction imposed will be binding on Contractor unless it duly submits a Change Proposal contesting the reduction.

#### 15.02 *Contractor's Warranty of Title*

- A. Contractor warrants and guarantees that title to all Work, materials, and equipment furnished under the Contract will pass to Owner free and clear of (1) all Liens and other title defects, and (2) all patent, licensing, copyright, or royalty obligations, no later than seven (7) days after the time of payment by Owner.

#### 15.03 *Substantial Completion*

- A. When Contractor considers the entire Work ready for its intended use Contractor shall notify Owner and Engineer in writing that the entire Work is substantially complete and request that Engineer issue a certificate of Substantial Completion. Contractor shall at the same time submit to Owner and Engineer an initial draft of punch list items to be completed or corrected before final payment. A draft of punch list items will not be issued until the Engineer certifies, at their sole discretion, that the project is substantially complete.
- B. Promptly after Contractor's notification, Owner, Contractor, and Engineer shall make an inspection of the Work to determine the status of completion. If Engineer does not consider the Work substantially complete, Engineer will notify Contractor in writing giving the reasons therefor.
- C. If Engineer considers the Work substantially complete, Engineer will deliver to Owner a preliminary certificate of Substantial Completion which will fix the date of Substantial Completion. Engineer shall attach to the certificate a punch list of items to be completed or corrected before final payment. Owner shall have seven (7) days after receipt of the preliminary certificate during which to make written objection to Engineer as to any provisions of the certificate or attached punch list. If, after considering the objections to the provisions of the preliminary certificate, Engineer concludes that the Work is not substantially complete, Engineer will, within fourteen (14) days after

submission of the preliminary certificate to Owner, notify Contractor in writing that the Work is not substantially complete, stating the reasons therefor. If Owner does not object to the provisions of the certificate, or if despite consideration of Owner's objections Engineer concludes that the Work is substantially complete, then Engineer will, within said fourteen (14) days, execute and deliver to Owner and Contractor a final certificate of Substantial Completion (with a revised punch list of items to be completed or corrected) reflecting such changes from the preliminary certificate as Engineer believes justified after consideration of any objections from Owner.

- D. At the time of receipt of the preliminary certificate of Substantial Completion, Owner and Contractor will confer regarding Owner's use or occupancy of the Work following Substantial Completion, review the builder's risk insurance policy with respect to the end of the builder's risk coverage, and confirm the transition to coverage of the Work under a permanent property insurance policy held by Owner. Unless Owner and Contractor agree otherwise in writing, Owner shall bear responsibility for security, operation, protection of the Work, property insurance, maintenance, heat, and utilities upon Owner's use or occupancy of the Work.
- E. After Substantial Completion the Contractor shall promptly begin work on the punch list of items to be completed or corrected prior to final payment. In appropriate cases Contractor may submit monthly Applications for Payment for completed punch list items, following the progress payment procedures set forth above.
- F. Owner shall have the right to exclude Contractor from the Site after the date of Substantial Completion subject to allowing Contractor reasonable access to remove its property and complete or correct items on the punch list.
- G. *Time for Completion of Items on Tentative List and Remedies.* The time fixed by the Engineer for the completion of all items on the list accompanying the tentative certificate of Substantial Completion shall not be greater than forty-five (45). The Contractor shall complete all items on the list within such forty-five (45)-day period. If the Contractor fails to do so, the Owner in its discretion may perform the Work by itself or others and the cost thereof shall be charged to the Contractor. The Contractor irrevocably designates the Owner as the Contractor's attorney-in-fact to execute a Change Order deducting such cost from the balance of the Contract Price and also any additional costs or expenses incurred by the Owner arising out of or related to the failure of the Contractor to complete such items, including but not limited to attorneys', consultants', and Engineer's fees. The Contractor's warranties under the Contract Documents shall remain in full force and effect and cover any remedial Work, even if performed by others. If more than one inspection by the Engineer for purposes of evaluating corrected Work is required, it will be performed at the Contractor's expense.

#### 15.04 *Partial Use or Occupancy*

- A. Prior to Substantial Completion of all the Work, Owner may use or occupy any substantially completed part of the Work which has specifically been identified in the Contract Documents, or which Owner, Engineer, and Contractor agree constitutes a separately functioning and usable part of the Work that can be used by Owner for its intended purpose without significant interference with Contractor's performance of the remainder of the Work, subject to the following conditions:
  - 1. At any time, Owner may request in writing that Contractor permit Owner to use or occupy any such part of the Work that Owner believes to be substantially complete. If and when Contractor agrees that such part of the Work is substantially complete,

Contractor, Owner, and Engineer will follow the procedures of Paragraph 15.03.A through 15.03.E for that part of the Work.

2. At any time, Contractor may notify Owner and Engineer in writing that Contractor considers any such part of the Work substantially complete and request Engineer to issue a certificate of Substantial Completion for that part of the Work.
  3. Within a reasonable time after either such request, Owner, Contractor, and Engineer shall make an inspection of that part of the Work to determine its status of completion. If Engineer does not consider that part of the Work to be substantially complete, Engineer will notify Owner and Contractor in writing giving the reasons therefor. If Engineer considers that part of the Work to be substantially complete, the provisions of Paragraph 15.03 will apply with respect to certification of Substantial Completion of that part of the Work and the division of responsibility in respect thereof and access thereto.
  4. No use or occupancy or separate operation of part of the Work may occur prior to compliance with the requirements of Paragraph 6.05 regarding builder's risk or other property insurance.
- B. Owner may at any time request Contractor in writing to permit Owner to take over operation of any part of the Work although it is not substantially complete. A copy of such request will be sent to Engineer, and within a reasonable time thereafter, Owner, Contractor, and Engineer shall inspect that part of the Work to determine its status of completion and will prepare a list of the items remaining to be completed or corrected thereon before final payment. If Contractor does not object in writing to Owner and Engineer that such part of the Work is not ready for separate operation by Owner, Engineer will finalize the list of items to be completed or corrected and will deliver such lists to Owner and Contractor together with a written recommendation as to the division of responsibilities pending final payment between Owner and Contractor with respect to security, operation, safety, maintenance, utilities, insurance, warranties, and guarantees for that part of the Work which will become binding upon Owner and Contractor at the time when Owner takes over such operation (unless they shall have otherwise agreed in writing and so informed Engineer). During such operation and prior to Substantial Completion of such part of the Work, Owner shall allow Contractor reasonable access to complete or correct items on said list and to complete other related Work.

#### 15.05 *Final Inspection*

- A. Upon written notice from Contractor that the entire Work or an agreed portion thereof is complete, Engineer will promptly make a final inspection with Owner and Contractor and will notify Contractor in writing of all particulars in which this inspection reveals that the Work, or agreed portion thereof, is incomplete or defective. Contractor shall immediately take such measures as are necessary to complete such Work or remedy such deficiencies.

#### 15.06 *Final Payment*

##### A. *Application for Payment*

1. After Contractor has, in the opinion of Engineer, satisfactorily completed all corrections identified during the final inspection and has delivered, in accordance with the Contract Documents, all maintenance and operating instructions, schedules, guarantees, bonds, certificates or other evidence of insurance, certificates of inspection, annotated record documents (as provided in



Paragraph 7.12), and other documents, Contractor may make application for final payment.

2. The final Application for Payment must be accompanied (except as previously delivered) by:
    - a. all documentation called for in the Contract Documents;
    - b. consent of the surety, if any, to final payment;
    - c. satisfactory evidence that all title issues have been resolved such that title to all Work, materials, and equipment has passed to Owner free and clear of any Liens or other title defects, or will so pass upon final payment.
    - d. a list of all duly pending Change Proposals and Claims; and
    - e. complete and legally effective releases or waivers (satisfactory to Owner) of all Lien rights arising out of the Work, and of Liens filed in connection with the Work.
  3. Contractor's Waiver and Release Agreement for itself as of the date of the Final Application for Payment and Subcontractors – Suppliers Waiver and Release Agreements for each of its Subcontractors and Suppliers as of the date of the Final Application for Payment. If any Subcontractor or Supplier fails to furnish such a release or receipt in full, Contractor may furnish a bond or other collateral satisfactory to Owner to indemnify Owner against any Lien, or Owner at its option may issue joint checks payable to Contractor and specified Subcontractors and Suppliers.
  4. If Contractor is required to pay prevailing wages, prior to final payment and in accordance with ORC 4115.05, Contractor and its Subcontractors shall each file with Owner an affidavit certifying their compliance with ORC 4115.03 to ORC 4115.16 regarding wages.
- B. *Engineer's Review of Final Application and Recommendation of Payment:* If, on the basis of Engineer's observation of the Work during construction and final inspection, and Engineer's review of the final Application for Payment and accompanying documentation as required by the Contract Documents, Engineer is satisfied that the Work has been completed and Contractor's other obligations under the Contract have been fulfilled, Engineer will, within ten (10) days after receipt of the final Application for Payment, indicate in writing Engineer's recommendation of final payment and present the final Application for Payment to Owner for payment. Such recommendation will account for any set-offs against payment that are necessary in Engineer's opinion to protect Owner from loss for the reasons stated above with respect to progress payments. Otherwise, Engineer will return the Application for Payment to Contractor, indicating in writing the reasons for refusing to recommend final payment, in which case Contractor shall make the necessary corrections and resubmit the Application for Payment.
- C. *Completion of Work:* The Work is complete (subject to surviving obligations) when it is ready for final payment as established by the Engineer's written recommendation of final payment and issuance of notice of the acceptability of the Work.
- D. *Final Payment Becomes Due:* Thirty (30) days after the presentation to Owner of the final Application for Payment and accompanying documentation, the amount recommended by Engineer (less any further sum Owner is entitled to set off against Engineer's recommendation, including but not limited to set-offs for liquidated

damages and set-offs allowed under the provisions above with respect to progress payments) will become due and shall be paid by Owner to Contractor..

**15.07 Waiver of Claims**

- A. The making of final payment will not constitute a waiver by Owner of claims or rights against Contractor. Owner expressly reserves claims and rights arising from unsettled Liens, from defective Work appearing after final inspection pursuant to Paragraph 15.05, from Contractor's failure to comply with the Contract Documents or the terms of any special guarantees specified therein, from outstanding Claims by Owner, or from Contractor's continuing obligations under the Contract Documents.
- B. The acceptance of final payment by Contractor will constitute a waiver by Contractor of all claims and rights against Owner other than those pending matters that have been duly submitted or appealed under the provisions of Article 17.

**15.08 Correction Period.**

- A. If within year after the date of Substantial Completion (or such longer period of time as may be prescribed by the Modified General Conditions or the terms of any applicable special guarantee required by the Contract Documents), Owner gives Contractor written notice that any Work has been found to be defective, or that Contractor's repair of any damages to the Site or adjacent areas has been found to be defective, then after receipt of such notice of defect Contractor shall promptly, without cost to Owner and in accordance with Owner's written instructions:
  - 1. correct the defective repairs to the Site or such adjacent areas;
  - 2. correct such defective Work;
  - 3. remove the defective Work from the Project and replace it with Work that is not defective, if the defective Work has been rejected by Owner, and
  - 4. satisfactorily correct or repair or remove and replace any damage to other Work, to the work of others, or to other land or areas resulting from the corrective measures.
- B. If Contractor does not promptly comply with the terms of Owner's written instructions, or in an emergency where delay would cause serious risk of loss or damage, Owner may have the defective Work corrected or repaired or may have the rejected Work removed and replaced. Contractor shall pay all claims, costs, losses, and damages (including but not limited to all fees and charges of engineers, architects, attorneys and other professionals and all court or arbitration or other dispute resolution costs) arising out of or relating to such correction or repair or such removal and replacement (including but not limited to all costs of repair or replacement of work of others).
- C. In special circumstances where a particular item of equipment is placed in continuous service before Substantial Completion of all the Work, the correction period for that item may start to run from an earlier date if so provided in the Specifications.,.
- C. If, after receipt of a notice of defect within sixty (60) days and within the correction period, Contractor does not promptly comply with the terms of Owner's written instructions, or in an emergency where delay would cause serious risk of loss or damage, Owner may have the defective Work corrected or repaired or may have the rejected Work removed and replaced. Contractor shall pay all costs, losses, and damages (including but not limited to all fees and charges of engineers, architects, attorneys, and other professionals and all court or arbitration or other dispute resolution costs) arising out of or relating to such correction or repair or such removal

and replacement (including but not limited to all costs of repair or replacement of work of others). Contractor's failure to pay such costs, losses, and damages within ten (10) days of invoice from Owner will be deemed the start of an event giving rise to a Claim under Paragraph 12.01.B, such that any related Claim must be brought within thirty (30) days of the failure to pay.

- D. In special circumstances where a particular item of equipment is placed in continuous service before Substantial Completion of all the Work, the correction period for that item may start to run from an earlier date if so provided in the Specifications.
- E. Where defective Work (and damage to other Work resulting therefrom) has been corrected or removed and replaced under this paragraph, the correction period hereunder with respect to such Work will be extended for an additional period of one year after such correction or removal and replacement has been satisfactorily completed.
- F. Contractor's obligations under this paragraph are in addition to all other obligations and warranties. The provisions of this paragraph are not to be construed as a substitute for, or a waiver of, the provisions of any applicable statute of limitation or repose.

## **ARTICLE 16—SUSPENSION OF WORK AND TERMINATION**

### **16.01 *Owner May Suspend Work***

- A. At any time and without cause, Owner may suspend the Work or any portion thereof for a period of not more than ninety (90) consecutive days by written notice to Contractor and Engineer. Such notice will fix the date on which Work will be resumed. Contractor shall resume the Work on the date so fixed. Contractor shall be entitled to an adjustment in the Contract Price or an extension of the Contract Times directly attributable to any such suspension. Any Change Proposal seeking such adjustments must be submitted no later than thirty (30) days after the date fixed for resumption of Work.

### **16.02 *Owner May Terminate for Cause***

- A. The occurrence of any one or more of the following events will constitute a default by Contractor and justify termination for cause:
  - 1. Contractor's failure to perform the Work in accordance with the Contract Documents (including, but not limited to, failure to supply sufficient skilled workers or suitable materials or equipment, or failure to adhere to the Progress Schedule);
  - 2. Failure of Contractor to perform or otherwise to comply with a material term of the Contract Documents;
  - 3. Contractor's disregard of Laws or Regulations of any public body having jurisdiction; or
  - 4. Contractor's repeated disregard of the authority of Owner or Engineer.
- B. If one or more of the events identified in Paragraph 16.02.A occurs, then after giving Contractor (and any surety) three (3) days' written notice that Owner is considering a declaration that Contractor is in default and termination of the Contract, Owner may proceed to:
  - 1. declare Contractor to be in default, and give Contractor (and any surety) written notice that the Contract is terminated; and

2. enforce the rights available to Owner under any applicable performance bond.
  3. such termination shall be effective as of the date stated in the termination notice provided to Contractor.
- C. If Owner has terminated the Contract for cause, Owner may exclude Contractor from the Site, take possession of the Work, incorporate in the Work all materials and equipment stored at the Site or for which Owner has paid Contractor but which are stored elsewhere, and complete the Work as Owner may deem expedient.
  - D. Owner may not proceed with termination of the Contract under Paragraph 16.02.B if Contractor within seven (7) days of receipt of notice of intent to terminate begins to correct its failure to perform and proceeds diligently to cure such failure.
  - E. If Owner proceeds as provided in Paragraph 16.02.B, Contractor shall not be entitled to receive any further payment until the Work is completed. If the unpaid balance of the Contract Price exceeds the cost to complete the Work, including all related claims, costs, losses, and damages (including but not limited to all fees and charges of engineers, architects, attorneys, and other professionals) sustained by Owner, such excess will be paid to Contractor. If the cost to complete the Work including such related claims, costs, losses, and damages exceeds such unpaid balance, Contractor shall pay the difference to Owner. Such claims, costs, losses, and damages incurred by Owner will be reviewed by Engineer as to their reasonableness and, when so approved by Engineer, incorporated in a Change Order. When exercising any rights or remedies under this paragraph, Owner shall not be required to obtain the lowest price for the Work performed.
  - F. Where Contractor's services have been so terminated by Owner, the termination will not affect any rights or remedies of Owner against Contractor then existing or which may thereafter accrue, or any rights or remedies of Owner against Contractor or any surety under any payment bond or performance bond. Any retention or payment of money due Contractor by Owner will not release Contractor from liability.
  - G.

#### 16.03 *Owner May Terminate for Convenience*

- A. Upon three (3) days' written notice to Contractor and Engineer, Owner may, without cause and without prejudice to any other right or remedy of Owner, terminate the Contract. In such case, Contractor shall be paid for (without duplication of any items):
  1. completed and acceptable Work executed in accordance with the Contract Documents prior to the effective date of termination, including compensation as set forth in the schedule of values or Bid Form in the case of unit prices;
  2. expenses sustained prior to the effective date of termination in performing services and furnishing labor, materials, or equipment as required by the Contract Documents in connection with uncompleted Work, plus fair and reasonable sums for overhead and profit on such expenses; and
  3. other reasonable expenses directly attributable to termination, including costs incurred to prepare a termination for convenience cost proposal.
- B. Contractor shall not be paid for any loss of anticipated profits or revenue, post-termination overhead costs, or other economic loss arising out of or resulting from such termination.
- C. Such termination shall be effective as of the date stated in the written notice.



- D. Contractor shall require similar provisions contained in Paragraph 16.03 in each of its subcontracts to protect Contractor from claims by Subcontractor arising from the Owner's termination for convenience, or to minimize claims by such subcontractors. The remedy provided to Contractor under this Paragraph 16.03 shall be the Contractor's sole remedy in the event of termination for convenience by Owner.

#### 16.04 *Contractor May Stop Work or Terminate*

- A. If, through no act or fault of Contractor, (1) the Work is suspended for more than ninety (90) calendar days by Owner or under an order of court or other public authority, or (2) Engineer fails to act on any Application for Payment within thirty (30) days after it is submitted, or (3) Owner fails for thirty (30) calendar days to pay Contractor any sum finally determined to be due, then Contractor may, upon seven (7) calendar days' written notice to Owner and Engineer, and provided Owner or Engineer do not remedy such suspension or failure within that time, terminate the contract and recover from Owner payment on the same terms as provided in Paragraph 16.03.
- B. In lieu of terminating the Contract and without prejudice to any other right or remedy, if Engineer has failed to act on an Application for Payment within thirty (30) calendar days after it is submitted and accepted, or Owner has failed for thirty (30) calendar days to pay Contractor any sum finally determined to be due, Contractor may, seven (7) calendar days after written notice to Owner and Engineer, stop the Work until payment is made of all such amounts due Contractor, including interest thereon. The provisions of this paragraph are not intended to preclude Contractor from submitting a Change Proposal for an adjustment in Contract Price or Contract Times or otherwise for expenses or damage directly attributable to Contractor's stopping the Work as permitted by this paragraph.
- C. Contractor shall require similar provisions contained in this Article 16 in each of its subcontracts to protect Contractor from claims by Subcontractors arising from the Owner's termination for convenience, or to minimize claims by such subcontractors. The remedy provided to Contractor under this Paragraph shall be the Contractor's sole remedy in the event of termination for convenience by Owner.

### **ARTICLE 17—FINAL RESOLUTION OF DISPUTES**

#### 17.01 *Methods and Procedures*

- A. Litigation, Settlement, Methods, and Procedures.
1. Any dispute, claim or other matter not settled by negotiation or mediation, shall be determined by the Court of Common Pleas for Franklin County, Ohio, which shall be the exclusive venue and jurisdiction over such matters and claims, to the exclusion of any other court including and U.S. District Court.
  2. In addition to Owner's entitle to attorneys' fees set forth elsewhere in the Contract Documents, in the event that Contractor files a Claim or files an action against Owner, Owner shall be entitled to make an offer of settlement of the Claim to Contractor at any time up to the date of trial. Such offer of settlement shall not be admissible into evidence at the litigation except on the issue of entitlement to recovery of attorneys' fees, costs and expenses. If at any state of the litigation, including any appeals, Contractor's claim is dismissed or found to be without merit, or if the damages awarded to Contractor on its claim do not exceed Owner's offer of settlement, contractor shall be liable to Owner and shall reimburse Owner for all attorneys' fees, costs, and

expenses incurred by Owner from the date of the offer of settlement until the date of the final adjudication and resolution of Contractor's claim.

**3. ANY CLAIM NOT RESOLVED BY MEDIATION OR WITHIN SIXTY (60) DAYS OF THE DATE OF THE CLAIM SHALL BE SUBJECT TO LITIGATION..**

**ARTICLE 18—MISCELLANEOUS**

**18.01 *Giving Notice***

- A. Whenever any provision of the Contract requires the giving of written notice to Owner, Engineer, or Contractor, it will be deemed to have been validly given only if delivered:
  - 1. in person, by a commercial courier service or otherwise, to the recipient's place of business;
  - 2. by registered or certified mail, postage prepaid, to the recipient's place of business; or
  - 3. by e-mail to the recipient, with the words "Formal Notice" or similar in the e-mail's subject line.

**18.02 *Computation of Times***

- A. When any period of time is referred to in the Contract by days, it will be computed to exclude the first and include the last day of such period. If the last day of any such period falls on a Saturday or Sunday or on a day made a legal holiday by the law of the applicable jurisdiction, such day will be omitted from the computation.

**18.03 *Cumulative Remedies***

- A. The duties and obligations imposed by these General Conditions and the rights and remedies available hereunder to the parties hereto are in addition to, and are not to be construed in any way as a limitation of, any rights and remedies available to any or all of them which are otherwise imposed or available by Laws or Regulations, by special warranty or guarantee, or by other provisions of the Contract. The provisions of this paragraph will be as effective as if repeated specifically in the Contract Documents in connection with each particular duty, obligation, right, and remedy to which they apply.

**18.04 *Limitation of Damages***

- A. With respect to any and all Change Proposals, Claims, disputes subject to final resolution, and other matters at issue, neither Owner nor Engineer, nor any of their officers, directors, members, partners, employees, agents, consultants, or subcontractors, shall be liable to Contractor for any claims, costs, losses, or damages sustained by Contractor on or in connection with any other project or anticipated project.
- B. The Contractor waives Claims against the Owner for consequential damages arising out of or relating to this Contract. This waiver includes but is not limited to:
  - 1. damages incurred by the Contractor for principal office expenses including the compensation of personnel stationed there, for losses of financing, business and reputation, loss of bonding capacity and for loss of profit except anticipated profit arising directly from the Work.
- C. The waiver in Paragraph 18.04(B) is applicable, without limitation, to all consequential damages due to either party's termination in accordance with the terms of the Contract.

Nothing contained in this Paragraph 18.04 shall be deemed to preclude an award of liquidated damages, when applicable, in accordance with the requirements of the Contract Documents.

**18.05 *No Waiver***

- A. A party's non-enforcement of any provision will not constitute a waiver of that provision, nor will it affect the enforceability of that provision or of the remainder of this Contract.

**18.06 *Survival of Obligations***

- A. All representations, indemnifications, warranties, and guarantees made in, required by, or given in accordance with the Contract, as well as all continuing obligations indicated in the Contract, will survive final payment, completion, and acceptance of the Work or termination of the Contract or of the services of Contractor.

**18.07 *Controlling Law***

- A. This Contract is to be governed by the law of the State of Ohio.

**18.08 *Assignment of Contract***

- A. Unless expressly agreed to elsewhere in the Contract, no assignment by a party to this Contract of any rights under or interests in the Contract will be binding on the other party without the written consent of the party sought to be bound; and, specifically but without limitation, money that may become due and money that is due may not be assigned without such consent (except to the extent that the effect of this restriction may be limited by law), and unless specifically stated to the contrary in any written consent to an assignment, no assignment will release or discharge the assignor from any duty or responsibility under the Contract.

**18.09 *Successors and Assigns***

- A. Owner and Contractor each binds itself, its successors, assigns, and legal representatives to the other party hereto, its successors, assigns, and legal representatives in respect to all covenants, agreements, and obligations contained in the Contract Documents.

**18.10 *Headings***

- A. Article and paragraph headings are inserted for convenience only and do not constitute parts of these General Conditions.

## **ARTICLE 19.0 -- EQUAL EMPLOYMENT OPPORTUNITY AND NON-DISCRIMINATION:**

### *Non-Discrimination – Contractor Agrees:*

1. That the hiring of employees for the performance of Work under this Agreement or in any subcontract, neither the Contractor, subcontractor, or any person acting on behalf of either of them, shall by reason of race, creed, sex, disability as defined in Section 4112.01 of the Ohio Revised Code, or color discriminate against any citizen of the state in the employment of labor or workers who are qualified and available to perform the Work to which the employment relates.
2. That neither the Contractor, subcontractor, nor any person acting on behalf of either of them shall, in any matter, discriminate against or intimidate any employee hired for the performance of Work under this Agreement on account of race, creed, sex, disability as defined in Section 4112.01 of the Ohio Revised Code, or color.
3. That there shall be deducted from the amount payable to the Contractor by the Owner under this Agreement a forfeiture of twenty-five dollars (\$25.00) as required by the Ohio Revised Code Section 153.60 for each person who is discriminated against or intimidated in violation of this Agreement.
4. That this Agreement may be canceled or terminated by the Owner for cause and all money to become due hereunder may be forfeited for a second or subsequent violation of the terms of this section of this Agreement.



## **CITY OF COLUMBUS CONSTRUCTION AND MATERIAL SPECIFICATIONS SUPPLEMENT**

This Supplement shall apply where and to the extent that the City of Columbus Construction and Material Specifications, in the current version as of January, 2023, is expressly incorporated into the Contract Documents via the Owner-Contractor Agreement, or when designated as a Contract Document in the list of Contract Documents in the Owner-Contractor Agreement or is referenced anywhere else in the Contract Documents as one of the Contract Documents. It is intended that the Specifications governing this project (and any Bid requirements and conditions) and any City of Columbus specifications or references to the Ohio Revised Code as set forth herein, and any attachments(s) or documents incorporated by reference herein, be construed harmoniously wherever possible in order to carry out the full intent and purposes of the City of Gahanna with respect to this project. But if there is a conflict or inconsistency between any provisions(s) of the City of Columbus specifications or references to the Ohio Revised Code and those contained herein, the provisions(s) granting rights, remedies, discretion and/or latitude to the City of Gahanna, or imposing the greater duty, standard, responsibility and/or obligation on the Contractor shall govern.

1. Regardless of any terms to the contrary in Division 100 or elsewhere, any directions or orders of the Engineer that will result in an adjustment of the Contract Price or the Contract Time shall require the prior written approval of the Owner. It is expressly understood and agreed that the Engineer does not have authority to authorize changes or modifications in the Contract Price or Contract Time.
2. The Contractor's obligations under this Supplement are in addition to and not in limitation of its other obligations under the Contract Documents.
3. **Delays.** Regardless of the terms in this Supplement, all time adjustments shall be subject to a) filing a Change Proposal and / or Claim in accordance with Articles 11 and 12 of the Gahanna Standard General Conditions of the Contract for Construction Gahanna Standard General Conditions, b) substantiating the Contractor's entitlement to a time adjustment in accordance with the Gahanna Standard General Conditions and c) Item 109.05(c). The Contractor will be entitled to additional compensation for delays but only for those delays described in the Gahanna Standard General Conditions. As part of the Claims process and as a condition precedent to receiving any additional compensation, the Contractor shall prepare a cost analysis as allowed by Item 109.05(c) substantiating its entitlement to additional compensation.
4. **Division 100, General Provisions.** The following Division 100 General Provisions of City of Columbus Construction and Material Specifications, in the current version as of January, 2023, are incorporated in this Supplement, subject to any changes or limitations herein.
  - a. Item 101.02, Abbreviations.
  - b. Item 101.03, Definitions, provided where terms that are defined in the other Contract Documents, the definition in the other Contract Documents shall

control, and further provided that the following definitions are deleted, modified and/or added:

- i. "City" shall mean City of Gahanna, also referred to as the Owner.
  - ii. Director shall mean the Director of respective department of the City that is undertaking this Work and authorizing this Agreement.
  - iii. Department is deleted.
  - iv. Engineer is deleted.
  - v. Notice of Intent to Award is deleted.
  - vi. "Owner" shall mean City of Gahanna.
  - vii. Proposal Form is deleted.
  - viii. Director shall mean the Owner's Representative.
  - ix. "Engineer" shall mean Owner's Representative.
  - x. Laboratory is deleted.
  - xi. Proposal Guaranty is deleted.
  - xii. Subcontractor is deleted.
  - xiii. Work is deleted.
- c. Item 103.03, Cancellation of Award.
  - d. Item 104.05, Right In and Use of Materials Found on the Work.
  - e. Item 104.07, Final Cleaning Up.
  - f. Item 105.02, Plans and Working Drawings, provided that the review of submittals may be by the Owner or the Engineer in the Owner's discretion.
  - g. Item 105.10 Photographs and Videos.
  - h. Item 105.11, Inspection of Work.
  - i. Item 105.12, Removal of Unacceptable and Unauthorized Work.
  - j. Item 105.13, Load Restrictions.
  - k. Item 105.14, Maintenance During Construction.
  - l. Item 105.15, Failure to Maintain Roadway or Structures, Traffic Control Facilities and Other Appurtenance.
  - m. Item 105.16, Borrow and Waste Areas.
  - n. Item 106.01, Source of Supply and Quality Requirements.
  - o. Item 106.02, Samples, Tests and Cited Specifications, provided that this Item will be optional at the discretion of the Owner. If the Owner elects to proceed under this Item, a) the Contractor without additional cost will provide material samples as required by the Owner, and b) the Owner may conduct such tests as it determines proper.
  - p. Item 106.04, Plant Sampling and Testing Plan.
  - q. Item 106.05, Storage of Materials.
  - r. Item 106.06, Handling Materials.
  - s. Item 106.07, Unacceptable Materials.

- t. Item 106.08, City Furnished Material.
- u. Item 107.01, Laws to be Observed.
- v. Item 107.02, Permits, Licenses, and Taxes.
- w. Item 107.03, Patented Devices, Materials, and Processes.
- x. Item 107.05, Government-Aid Provisions.
- y. Item 107.06, Sanitary Provisions.
- z. Item 107.07, Public Convenience and Safety.
- aa. Item 107.08, Barricades and Warning Signs.
- bb. Item 107.09, Maintenance of Traffic.
- cc. Item 107.10, Use of Explosives, provided that both bringing explosives onto the site and any use of explosives shall require the prior written approval of the Owner.
- dd. Item 107.11, Protection and Restoration of Property, provided that the Contractor shall remain responsible for all damage and injury to property until the Project is Finally Complete.
- ee. Item 107.13, Responsibility for Damage Claims.
- ff. Item 107.16, Contractor's Responsibility for Work.
- gg. Item 107.17, Contractor's Responsibility for Utility Property and Services.
- hh. Item 107.18, Furnishing Right-of-Way.
- ii. Item 107.19, Personal Liability of Public Officials.
- jj. Item 107.20, No Waiver of Legal Rights.
- kk. Item 107.24, Indemnification.
- ll. Item 108.01, Subletting of Contract.
- mm. Item 108.04, Limitation of Operations.
- nn. Item 108.05, Character of Workers, Methods, and Equipment.
- oo. Item 108.09, Certified Payroll.
- pp. Item 109.01, Measurement of Quantities, provided that this item will apply only where payment is to be based on the measurement of quantities.
- qq. Item 109.04, Compensation for Altered or Estimated Quantities.

5. **Divisions 200 through 1000.** City of Columbus Construction and Material Specifications, in the current version as of January, 2023, are incorporated in this Supplement as follows.

- a. All references to Division 100 Items in Divisions 200 through 1000 shall be to the Division 100 Items as modified in this Supplement.

- b. Where Division 100 Items are referred to in Divisions 200 through 1000 but are not included in this Supplement, the deleted references will be governed by this Paragraph 5.
- c. In Item 203.04, the reference to Item 108.06 shall be governed by Paragraph 3, Delays, in this Supplement.
- d. Any reference to Section 109.05 shall be governed by the payment provisions in the Gahanna Standard General Conditions, instead.
- e. In Item 514.24, the reference to Item 109.10 shall be governed by the payment provisions in the Gahanna Standard General Conditions.
- f. In Item 614.02(B), the reference to item 109.11 or 109.12 shall be governed by the payment provisions in the Gahanna Standard General Conditions, i.e., the Owner will process and make payments in accordance with the provisions in the Gahanna Standard General Conditions.
- g. General to Divisions 200 through 1000. The basis for payment provided in the Basis for Payment items in these Divisions shall be the basis for payment to the Contractor when applicable.

**END OF COLUMBUS CMS SUPPLEMENT**



## ODOT MANUAL SUPPLEMENT

This Supplement shall apply where and to the extent that the State of Ohio Department of Transportation Construction and Material Specifications, in the current version as of January 1, 2023, is expressly incorporated into the Contract Documents via the Owner-Contractor Agreement, or when designated as a Contract Document in the list of Contract Documents in the Owner-Contractor Agreement, or is referenced anywhere else in the Contract Documents as one of the Contract Documents. It is intended that the Specifications governing this project (and any Bid requirements and conditions) and any ODOT specifications or references to the Ohio Revised Code as set forth herein, and any attachments(s) or documents incorporated by reference herein, be construed harmoniously wherever possible in order to carry out the full intent and purposes of the City of Gahanna with respect to this project. But if there is a conflict or inconsistency between any provisions(s) of the ODOT specifications or references to the Ohio Revised Code and those contained herein, the provisions(s) granting rights, remedies, discretion and/or latitude to the City of Gahanna, or imposing the greater duty, standard, responsibility and/or obligation on the Contractor shall govern.

1. Regardless of any terms to the contrary in Division 100 or elsewhere, any directions or orders of the Engineer that will result in an adjustment of the Contract Price or the Contract Time shall require the prior written approval of the Owner. It is expressly understood and agreed that the Engineer does not have authority to authorize changes or modifications in the Contract Price or Contract Time.
2. The Contractor's obligations under this ODOT Supplement are in addition to and not in limitation of its other obligations under the Contract Documents.
3. **Delays.** Regardless of the terms in this ODOT Supplement, including Item 109.05, all time adjustments shall be subject to a) filing a Change Proposal and / or Claim in accordance with Articles 11 and 12 of the Gahanna Standard General Conditions of the Contract for Construction ("Gahanna Standard General Conditions"), b) substantiating the Contractor's entitlement to a time adjustment in accordance with the Gahanna Standard General Conditions and c) Item 109.05. The Contractor will be entitled to additional compensation for delays but only for those delays described in the Gahanna Standard General Conditions. As part of the Claims process and as a condition precedent to receiving any additional compensation, the Contractor shall prepare a cost analysis as allowed by Item 109.05.D substantiating its entitlement to additional compensation.
4. **Division 100, General Provisions.** The following Division 100 General Provisions of the State of Ohio Department of Transportation, Construction Specifications Manual in the current version as of January 1, 2023, are incorporated in this ODOT Supplement, subject to any changes or limitations herein.
  - a. Item 101.01, General.
  - b. Item 101.02, Abbreviations, provided that references to DCE, DDD, DET shall mean the Owner otherwise known as the City of Gahanna.
  - c. Item 101.03, Definitions, provided where terms that are defined in the other Contract Documents, the definition in the other Contract Documents shall control,

and further provided that the following definitions are deleted, modified and/or added:

- i. Claims is deleted
  - ii. Contract Bond is deleted.
  - iii. Contract Documents is deleted.
  - iv. Contract Price is deleted.
  - v. Contract Time is deleted.
  - vi. Contractor is deleted.
  - vii. Department shall mean the Owner, the City of Gahanna.
  - viii. Director shall mean the Owner's representative.
  - ix. Disputes is deleted.
  - x. Engineer is deleted.
  - xi. Extra Work Contract is deleted.
  - xii. Final Acceptance shall mean Final Completion as defined in the Owner Contractor Agreement.
  - xiii. Final Inspector shall mean the Owner.
  - xiv. Laboratory is deleted.
  - xv. Prebid Question is deleted.
  - xvi. Proposal Guaranty is deleted.
  - xvii. Questionnaire is deleted.
  - xviii. Shop Drawings is deleted.
  - xix. Signatures on Contract Documents is deleted.
  - xx. State or state shall mean the Owner.
  - xxi. Subcontractor is deleted.
  - xxii. Work is deleted.
- d. Item 101.04, Interpretations.
  - e. Item 103.03, Cancellation of Award.
  - f. Item 104.02.D.2, Significant Changes in the Character of the Work (including both tables following this Item), provided that all references to Item 108 and 109.12 are deleted and that all time adjustments shall be subject to filing a Change Proposal and / or Claim in accordance with the Gahanna Standard General Conditions and substantiating the entitlement to an extension of time as provided in the Gahanna Standard General Conditions ("Gahanna Standard General Conditions").
  - g. Item 104.03, Rights in and Use of Materials Found on the Work.
  - h. Item 104.04, Cleaning Up.

- i. Item 105.02, Plans and Working Drawings, provided that the review of submittals may be by the Owner or the Engineer in the Owner's discretion.
- j. Item 105.06, Superintendent.
- k. Item 105.10, Inspection of Work.
- l. Item 105.11, Removal of Defective and Unauthorized Work.
- m. Item 105.12, Load Restrictions.
- n. Item 105.13, Haul Roads, provided that the second paragraph in this Item is deleted. The Contractor shall be responsible for any damage to the roads referred to in the second paragraph.
- o. Item 105.14, Maintenance During Construction, except substitute "Final Completion" for "Final Inspector accepts the work under 109.12" and delete the remainder of the first sentence. Additionally, delete the second to last sentence in this Item.
- p. Item 105.15, Failure to Maintain Roadway or Structure.
- q. Item 105.16, Borrow and Waste Areas.
- r. Item 105.17, Construction and Demolition Debris.
- s. Item 106.01, Source of Supply and Quality Requirements.
- t. Item 106.02, Samples, Tests and Cited Specifications, provided that this Item will be optional at the discretion of the Owner. If the Owner elects to proceed under this Item, a) the Contractor without additional cost will provide material samples as required by the Owner, and b) the Owner may conduct such tests as it determines proper.
- u. Item 106.03, Small Quantities and Materials for Temporary Application.
- v. Item 106.04, Plant Sampling and Testing Plan.
- w. Item 106.05, Storage of Materials.
- x. Item 106.06, Handling Materials.
- y. Item 106.07, Unacceptable Materials, except substitute the word "unacceptance" in the third sentence with the word "unacceptable."
- z. Item 106.08, Department-Furnished Material.
- aa. Item 106.09, Steel and Iron Products Made in the United States.
- bb. Item 107.01, Laws to be Observed.
- cc. Item 107.02, Permits, Licenses, and Taxes.
- dd. Item 107.03, Patented Devices, Materials, and Processes.
- eye. Item 107.05, Federal-Aid Provisions.
- ff. Item 107.06, Sanitary Provisions.
- gg. Item 107.07, Public Convenience and Safety.
- Hoh. Item 107.08, Bridges Over Navigable Waters.
- ii. Item 107.09, Use of Explosives, provided that both bringing explosives onto the site and any use of explosives shall require the prior written approval of the Owner.

- jj. Item 107.10, Protection and Restoration of Property, provided that the Contractor shall remain responsible for all damage and injury to property until the Project is Finally Complete, and all references to Items 109.11 and 109.12 are deleted.
- kk. Item 107.11, Contractor's Use of the Project Right-of-Way or Other Department-Owned Property, provided the reference to Item 109.12 is deleted.
- ll. Item 107.12, Responsibility for Damage Claims and Liability Insurance, provided that all notices and certificates shall be delivered to the Owner's representative and, if there is no Owner's representative, to the Engineer. Reference to the "State of Ohio, Department of Transportation" shall mean the Owner.
- mm. Item 107.13, Reporting, Investigating, and Resolving Motorist Damage Claims, provided that this item is modified to read, "When a motorist reports damage to its vehicle either verbally or in writing to the Contractor, the Contractor shall within three (3) business days make and file a written report to the Owner and the Engineer and also file a report with its insurance carrier".
- nn. Item 107.14 Opening Sections of Project to Traffic, provided that the reference to Item 108.06 is deleted.
- oo. Item 107.15, Contractor's Responsibility for Work, provided that reference to "Final Inspection according to 109.12.A" shall mean "Final Completion." and all references to Item 108 are deleted.
- pp. Item 107.17, Furnishing Right-of-Way.
- qq. Item 107.19, Environmental Protection, provided that the Owner makes no representation as to having acquired any permits unless expressly provided in the Contract Documents. The Contractor will comply with any permits obtained by the Owner.
- rr. Item 107.20, Civil Rights.
- ss. Item 107.21, Prompt Payment.
- tt. Item 108.01, Subletting of the Contract, provided that the Contractor need not provide the Owner with information or reports on DBE participation unless the Contract Documents otherwise require such reports or information. Additionally, unless otherwise provided in the Contract Documents, the 50% self contracting requirement in the first sentence is waived.
- uu. Item 108.04, Limitation of Operations.
- vv. Item 108.05, Character of Workers, Methods, and Equipment.
- ww. Item 108.10, Payroll Records.
- xx. Item 109.01, Measurement of Quantities, provided that this item will apply only where payment is to be based on the measurement of quantities.
- yy. Item 109.02, Measurement Units.
- zz. Item 109.03, Scope of Payment.
- aaa. (Reserved.)
- bbb. Item 109.05, Changes and Extra Work as modified in this Supplement, provided that a) the references to Items 105.07, 105.10 and 108 are deleted, b) all negotiated prices shall required the Owner's written approval, c) the Owner must approve in writing any directions or orders



by the Engineer to proceed with force account work, d) in Item 109.05.B.2 the reference to Department shall mean the Ohio Department of Transportation, e) the compensation provided in 109.05.B through 109.05.D constitutes payment in full for all the items referred to in Items 109.05.C.1-10, except for any additional compensation for delays, f) the mark-ups provided in Items 109.05.D.2.b and 109.05.D.2.d are deleted, and g) Item 109.05.D.2.f regarding home office overhead is deleted. The Contractor's entitlement to home office overhead, if any, shall be subject to current Ohio law.

ccc. 109.06, Directed Acceleration.

ddd. (Reserved.)

eee. 109.08, Unrecoverable Costs.

5. **Divisions 200 through 700.** Divisions 200 through 700 of the State of Ohio Department of Transportation, Construction Specifications Manual in the current version as of January 1, 2023, are incorporated in this ODOT Supplement.

- a. All references to Division 100 Items in Divisions 200 through 700 shall be to the Division 100 Items as modified in this Supplement.
- b. Where Division 100 Items are referred to in Divisions 200 through 700 but are not included in this Supplement, the deleted references will be governed by this Paragraph 5. In Item 203.04, the reference to Item 108.06 shall be governed by Paragraph 3, Delays, in this Supplement.
- c. In Item 514.24, the reference to Item 109.10 shall be governed by the payment provisions in the Gahanna Standard General Conditions.
- d. In Item 624.04, the reference to item 109.09 shall be governed by the payment provisions in the Gahanna Standard General Conditions, i.e., the Owner will process and make payments in accordance with the provisions in the Gahanna Standard General Conditions. In this regard, the basis for payment of mobilization costs will be as provided in Item 624.04.
- e. General to Divisions 200 through 700. The basis for payment provided in the Basis for Payment items in these Divisions shall be the basis for payment to the Contractor when applicable.

**END OF ODOT SUPPLEMENT**