



**BROWN CENTER**  
**PARKING LOT REHABILITATION and**  
**SITE WORK**

**FY-14**

**TRANSPORTATION DEPARTMENT**

**P.O. Box 308 - 850 Warren C. Coleman Blvd.  
Concord, North Carolina 28026-0308**



August 16, 2013

To: Interested Contractors

SUBJECT: Brown Center Parking Lot Rehabilitation and Site Work FY-14  
Solicitation of Quotes

The City of Concord Transportation Department is soliciting quotes from interested Contractors performing crack and joint sealing, finish patching, reclamation, repaving, concrete curb and gutter, concrete monolithic island, concrete pad, striping, accessories and miscellaneous materials, and other associated work at the Alfred M. Brown Operations Center Parking Lot, 850 Warren C. Coleman Blvd, Concord, NC. There will be a Pre-Quoting Conference for the purpose of taking questions and providing additional information with regards to this project. In order to qualify to submit a quote, attendance is required. The Conference will be held on-site at 9:30 AM on August 27, 2013 weather permitting. (See the attached Map for directions to the site).

If interested, please attend the Conference and thereafter provide us with your signed quote in a sealed envelope to this office on or before the date specified on the Quoting Form. Quoting documents are available at no charge by contacting the Transportation Department. Thank you for your consideration and if you have any questions with this solicitation, please call us at 704-920-5362, 5363 or 5338.

Sincerely,

CITY OF CONCORD

A handwritten signature in black ink, appearing to read "J. K. Wilson, III".

J. K. Wilson, III, P.E.,  
Transportation Director

JKW/lmp

Attachment and Quoting Documents Enclosed

cc: Project File: Brown Center Parking Lot Rehabilitation and Site Work FY-14  
Jim Greene, Deputy City Manager  
Sid Talbert, Purchasing  
Dana Hood, Finance MDBE Program



**TRANSPORTATION DEPARTMENT**

**EXHIBIT "A"**

**GENERAL CONDITIONS AND QUOTE FORM**

**Brown Center Parking Lot Rehabilitation and Site Work FY-14**

The City of Concord is soliciting quotes from interested, licensed Contractors for crack and joint sealing, finish patching, reclamation, repaving, concrete curb and gutter, concrete monolithic island, concrete pad, striping, accessories and miscellaneous materials, and other associated work at the Alfred M. Brown Operations Center Parking Lot, 850 Warren C. Coleman Blvd, Concord, NC and as further specified and described below. If you wish to submit a quote, please attend the Pre-Quote Conference at 9:30 AM on August 27, 2013 (weather permitting) at the site and submit the Quote Form (following) and return it in the Contract document book at the address listed below.

1) Definitions:

City – the City of Concord, North Carolina

Contract – the executed agreement between the City of Concord and the successful Quoter, covering the performance of the work and the compensation therefore. The term contract is all inclusive with reference to all written agreements affecting a contractual relationship and all documents referred to therein, and shall specifically include, but not be limited to, the Quote Form, the printed Contract form and all attachments thereto, the contract bonds, insurance forms, the plans, the Standard Specifications and all supplemental specifications thereto, the general conditions, and all executed supplemental agreements, all of which constitute one instrument.

Contractor – the Contractor named in the contract documents.

Designated Representative (or Designee) – An individual appointed and authorized to represent the Director.

Director – City of Concord Transportation Director.

Proposal requirements – the legal and procedural documents, any General and Special Conditions, together with modifications thereof, and Standard Specifications requirements, with all addenda thereto.

Quoter – An individual, partnership, firm, corporation, or joint venture submitting a quote for the work contemplated.

Standard Drawings - North Carolina Department of Transportation Raleigh, "Highway Design Branch Roadway Standard Drawings" Latest Ed.

Standard Specifications – North Carolina Department of Transportation Raleigh, "Standard Specifications for Roads and Structures", Latest Ed. and the "Highway Design Branch Roadway Standard Drawings" Latest Ed.

Subcontractor – any person, firm, partnership, corporation, with a direct contract with the Contractor who acts for or in behalf of the Contractor in executing any part of the contract, but does not include one who merely furnishes materials.

Transportation Department – City of Concord Transportation Department

Work – the entire completed service or the various, separately identifiable parts, labor, material or requirement thereof needed to perform such under the Contract documents to the satisfaction of the City.

- 2) Project Information: The work under this contract includes, but is not limited to, the selected Contractor performing crack and joint sealing, finish patching, reclamation, repaving, concrete curb and gutter, concrete monolithic island, concrete pad, striping, accessories and miscellaneous materials, and other associated work at the Alfred M. Brown Operations Center Parking Lot, 850 Warren C. Coleman Blvd, Concord, NC as identified by the Transportation Department including mobilizations, all labor including special subcontracting, permits, licenses, certifications, handwork, fabrications, tools, equipment, all materials, miscellaneous hardware, consumables, preparations, adhesives, other items and incidentals, traffic control safety operations, site security, removals, removals and resetting, testings, cleanup, and disposal(s), touch-up repairs, etc., in accordance with the contract documents, Standard Specifications, Standard Drawings, and all else required to the satisfaction of the Director and the City of Concord.

Any defective work whether the result of poor workmanship, use of defective materials, damage through carelessness or any other cause shall be removed and the work re-executed at no cost to the City.

- 3) Specified Times of the Contract, Working Hours, Schedules, Reports, and Supervision: The Contractor shall pursue the work diligently with workmen in sufficient numbers, abilities, and supervision; and with equipment, materials and methods of construction as may be required to complete the work described in this contract as provided by the Director by the completion date of **SIXTY DAYS (60)** calendar days after the effective date of the contract. The Contractor will be required to carefully coordinate and schedule the work so as to provide minimal disruption of City operations at the Alfred M. Brown Operations Center. The schedule, or any sub-portion thereof, shall be approved at least 36-hours in advance by the Director and prior to any work being performed. Contractor shall be excluded from working during times of emergency(s) or inclement weather operations at the Center. All work shall be accomplished in a continuous manner once the contractor begins. Mobilization(s) in the course of the work shall be considered incidental to the contract unit prices of all Pay Items.

The Contractor will at no cost to the City notify the Director within forty-eight (48) hours in advance of beginning work and thereafter coordinate with the Director or his designated representative regarding the proposed work schedule / locations and obtain approval and request for cooperative efforts by the City. The Contractor will also, at no cost to the City, coordinate with the Director or his designated representative to provide his work schedule to Concord Communications at (704) 920-5580 and the Cabarrus County School System Bus Garage at (704) 782-6314 so as to allow for proper notification and rescheduling of public service and school bus routes as may be necessary.

The Contractor shall at all times be responsible for the supervision, conduct, and discipline of his employees and/or Subcontractors and persons employed by said Subcontractors. All foremen and workmen must have sufficient knowledge, skill, and experience to perform properly the work assigned to them. Any foreman or workman, who in the opinion of the Director, that does not perform his work in a skillful and diligent manner, or who acts in a disorderly or intemperate manner, shall be removed from any portion of the work covered by this contract by the Contractor.

When one or multi-crews are employed, there shall be a designated crew foremen or job superintendent that will represent the Contractor as a single point of contact for the crew(s).

- 4) Specifications and Regulations: All materials and construction work shall be furnished, installed, inspected, replaced, and accepted in accordance with all the applicable requirements of the Standard Specifications, Standard Drawings, and any other referenced Sections, Articles, or associated Standard Drawings or other specifications therein. Further information with regards to specifications of the work is presented in the Quote Form document.

The Contractor shall furnish the applicable certifications and documentation for all materials as required by the Standard Specifications. Material that is not properly certified will not be accepted by the City.

The Contractor shall keep himself fully informed of, comply with, give all notices, and secure all permits and approvals associated with Federal, State and local laws, regulations, codes and ordinances in any manner affecting the work, and all such orders and decrees as exist, or may be enacted by bodies having any jurisdiction or authority over the work, and shall indemnify and hold harmless the City against any claim or liability, including the cost of defense and attorney's fee arising from, or based on, the violation of any such laws, regulations, codes, ordinances, order or decree, whether by himself or his employee.

If any device, design, material or process covered by letters, patent or copyright is used by the Contractor, he shall provide for such use by legal agreement with the owner of the patent or a duly authorized licensee of such owner, and shall hold harmless the City from any and all loss or expense on account thereof in accordance with Section 107 of the Standard Specifications, including its use by the City.

The Contractor shall not enter upon private property for any purpose without obtaining permission, and shall be responsible for the preservation of all public property and other items, along and adjacent to the street right-of-way. The Contractor shall use every suitable precaution to prevent damage to such items and especially including vehicles, structures, poles, wires, conduits, underground infrastructure, signs, pavement, monuments, and property marks in the vicinity of the work.

All traffic control, pedestrian control, safety, and security associated with the entire work shall be in accordance with Part 6 of the Manual on Uniform Traffic Control Devices (MUTCD) latest Edition, OSHA, and any other applicable federal, state and local laws and regulations and shall be the responsibility of the Contractor. All hazards associated with the work that may pose as a danger and hazard shall be protected outside of working hours.

The Contractor is responsible for operating traffic control correctly. At least one member of each crew on the project site shall be certified in Work Zone Traffic Control. If the contractor fails to provide proper traffic control, the Director or a representative of the Director has the authority to cease all operations and the contractor will not be allowed to continue for that day on this contract. This will result in the loss of production for this day and is not a legitimate claim for contract time extension. No direct payment will be made for this work, as it will be incidental to the project work and payment at the contract unit prices for the various Pay Items in the contract will be full compensation for such action.

Work outside of the specified times and stated work hours shall not be performed unless approved by the Director and such work is in compliance with Section 107 of the Standard Specifications. Contractor shall provide artificial lighting as may be necessary to provide for safe and proper construction and to provide for adequate inspection of the work as described in Section 1413 of the Standard Specifications. No direct payment will be made for any items as covered in Section 1413 as such will be considered incidental to other Pay Items of the work.

Work shall be done in accordance with Section 150 of the Standard Specifications. Work shall only be performed when weather and visibility conditions allow safe operations.

When applicable, at least one member of each pavement striping / marking crew on the project shall be certified in the placement of pavement markings and markers by the American Traffic Safety Services Association. This person does not have to be the same person in each crew throughout the life of the project.

Inspection, quality control management and required testing for the shall be in accordance with Sections 105 and 106 of the Standard Specifications and in accordance with the requirements shown in the contract documents and the provisions of these specifications

- 5) Posted Weight Limits: The Contractor's attention is directed to the fact that certain bridges in the City of Concord have posted weight limits. The Contractor will not be allowed to exceed the posted weight limits in transporting materials or equipment to the project. The Contractor should make a thorough examination of all maps and haul routes (both City and NCDOT facilities) on this project.
- 6) Utility Locations and Conflict: The Contractor shall be solely responsible for contacting the appropriate utility or agency in the work areas and for the exact locations for all overhead or underground utility or services before starting work. It shall be the sole responsibility of the Contractor to verify the location of all utilities and services along and in the work area and to protect such from uninterrupted service. The Contractor shall adhere to all applicable regulations and follow accepted safety procedures when working in the vicinity of utilities in order to insure the safety of construction personnel and the public.

Any utility or service that, in the opinion of the Contractor, will have to be made safe or temporarily relocated in order to perform the work shall be coordinated between the Contractor and the applicable utility or service provider. No direct payment will be made for this work, as it will be incidental to the project work and payment at the contract unit price for the various Pay Items in the contract will be full compensation for such action.

The Transportation Department will provide for the adjustment of all manhole lids and waterline valve boxes as necessary in the course of this work.

- 7) Site Security, Sanitary Provisions, Clean-Up, and Storage: The Contractor shall at all times so conduct the work as to insure the least possible obstruction to traffic and inconvenience to the general public and businesses in the vicinity of the work, and to insure the protection of persons and property in a manner satisfactory to the City. No road shall be closed to the public except with the permission of the Director. Fire hydrants on or adjacent to the work shall be kept accessible to fire-fighting equipment at all times.

The Contractor shall provide such sanitary accommodations for the use of his employees as may be necessary to comply with the requirements and regulations of the local and State health authorities.

At the end of each workday, the Contractor shall clean the site of any non-structural component debris materials, which result from the work and secure the work from any hazardous condition. The Contractor or his Subcontractor will haul away any such debris or waste material to an approved public receiving facility at his expense.

The Contractor is responsible for off-site location of his trucks, equipment and associated material.

- 8) Licenses: The Contractor and any Subcontractor(s) shall be a licensed contractor in the State of North Carolina.

The Contractor and any Subcontractor(s) will be required to hold a current City of Concord Privilege License. Contact the City of Concord Tax Office at 704-920-5216 for information with regards to this requirement.

- 9) **Insurance:** The Contractor shall procure and maintain insurance for the contract time by the Contractor, at his own expense, in an amounts and coverage as stated in **Sec. 7** of the **CONSTRUCTION CONTRACT FOR Brown Center Parking Lot Rehabilitation and Site Work FY-14.**

A Certificate of Insurance and proof thereof shall be furnished to the Transportation Director and approved by the City of Concord Safety, Health and Risk Manager and City Attorney(s) prior to commencement of the work. For further information with regards to what is required on the Certificate of Insurance, refer to **CONSTRUCTION CONTRACT FOR Brown Center Parking Lot Rehabilitation and Site Work FY-14.**

- 10) **Indemnity:** Refer to **Sec. 13** of the **CONSTRUCTION CONTRACT FOR Brown Center Parking Lot Rehabilitation and Site Work FY-14.**

- 11) **Contract Administration:** The general responsibility for the administration of this contract will be done by the Director or his designee. All work, reports, and requests for payment shall be subject to inspection and evaluation by the Director or his designated representative at any time.

The Director acting directly or through his duly designated representatives will decide all questions which may arise as to the quality and acceptability of the work performed and as to the rate of progress of the work; all questions which may arise as to the interpretation of the contract; and all questions as to the acceptable fulfillment of the contract on the part of the Contractor. The Director's decision shall be final and shall have executive authority to enforce and make effective such decisions and orders if the Contractor fails to carry out promptly.

- 12) **Method of Measurement:** Measurement of the various Pay Items of the work will be made based on the actual number of Pay Items units which has been satisfactorily installed and accepted by the City. Quantities indicated on the Quote Form are estimated and not guaranteed.

Quoters are to refer to the individual sections of the work in the Quote Form for further instructions relating to methods of measurements for the separate work items. Quoters must satisfy themselves of the accuracy of the estimated quantities in the quote schedules by examination of the site and a review of the specifications and any drawings, including the addenda. After quotes have been submitted, the Quoter shall not assert that there was a misunderstanding concerning the quantities of work or the nature of the work to be done.

- 13) **Basis of Payment and Requests for Payment:** The quantity of work, measured as provided above, will be paid for at the Contract unit price for each Pay Item listed in the Quote Form. Payment(s) and full compensation for the work will be based on the actual accepted quantities installed and payment(s) shall include any and all related items as specified in Section 2 of the General Conditions, the Standard Specifications or any Special Provisions attached hereto.

There will be no payment made for any item of the work not specifically listed as a Pay Item as they are considered incidental to the work under the Standard Specifications. Invoices and time sheets shall be in duplicate – one original set to be attached to invoices for City of Concord Finance Department and one copy to be filed with the Transportation Department. Invoices shall be submitted by the 25th day of each month, which shall be processed for payment thirty (30) days after receipt.

Note: Any theft of materials or vandalism to the work that occurs during construction, as noted by the Transportation Director or his representative, shall be repaired or replaced at the

expense of the Contractor at no cost to the City. Contractor will insure the work until such is completed and accepted by the City.

Note: Unit prices shall remain as submitted by the Contractor herewith until **June 30, 2014**.

- 14) Oral Agreements and Claims for Additional Compensation: No oral order, objection, claim or notice by any party to the others shall effect or modify any of the terms of obligations contained in any of the contract documents other than by a definitely agreed upon waiver or modification by both the Contractor and the City in writing.

Any claims for additional compensation shall be submitted in writing to the Director with detailed justification within thirty (30) days after receipt of the final invoice payment. The failure of the Contractor to submit the claim(s) within thirty days shall be a waiver of any such claims and a bar to recovery.

- 15) Contract Time and City's Right to Terminate Contract: This contract shall commence on the effective date (Notice to Proceed Date) given in the contract and shall be effective for a period of **SIXTY (60)** calendar days. Any requests for extensions to the contract time shall be made in writing by the Contractor and approved by the Director. The City shall have the right to suspend work or to terminate the contract after giving at least ten (10) days written notice of suspension or termination to the Contractor.

Time is of the essence with regards to this project. If Contractors obligations are not completed by the Completion Date, the City reserves the right to nullify the Contract in accordance with **Sec. 5.** of the **CONSTRUCTION CONTRACT FOR Brown Center Parking Lot Rehabilitation and Site Work FY-14.**

The Contract shall not be automatically extended unless agreed to in writing by the City.

- 16) Subletting of Contract: The Contractor shall not sublet, sell, transfer, assign or otherwise dispose of this contract or any portion thereof, or his right, title or interest therein, without written consent of the City. Subletting of this contract or any portion of the contract shall conform to the provisions of these General Conditions and the Standard Specifications Section 108-6.

- 17) Notices to Proceed (Date of Availability): The Contractor shall begin work as directed including standing on any emergency call as soon as possible after the issuance of a City Purchase Order Number / Notice to Proceed, but in no event later than one (1) week of delivery of said City Purchase Order Number / Notice to Proceed.

- 18) Litigation Venue: Any controversy or litigation arising out of this Contract shall be resolved in the courts of Cabarrus County, North Carolina or the Middle District United States District Court. Also refer to **Sec. 15** of the **CONSTRUCTION CONTRACT FOR Brown Center Parking Lot Rehabilitation and Site Work FY-14.** This contract shall be subject to the laws of the State of North Carolina and with respect to this Sec. 15, time is of the essence.

- 19) Submission and Rejection of Quotes: No Quoter may submit more than one quote. Multiple quotes under different names will not be accepted from one firm or association. A conditional quote will not be accepted. Oral, telephone, facsimile, or telegraph quote will not be accepted. The Quote Form must be filled out and submitted in the bound documents. All quotes will remain subject to acceptance for the number of days set forth in the Quote Form. The City of Concord reserves the right to waive informalities and also reserves the right to reject any or all quotes.

A security to quote this work will not be required. Requirements for a Performance Bond and Payment Bond shall be as stated in **Sec. 16** of the **CONSTRUCTION CONTRACT FOR Brown Center Parking Lot Rehabilitation and Site Work FY-14**.

If the successful Quoter fails to execute the required Certificate of Insurance and any required Performance Bond – on form provided by the City, Payment Bond and any associated Power of Attorney documents within the number of days set forth in the Quote Form, the City may annul the Notice of Award.

- 20) Liquidated Damages. The City and Contractor recognize that time is of the essence of this contract and that the City will suffer financial loss if the work is not completed within the contract specified time, plus any extensions thereof allowed in accordance with Section 15 of the General Conditions. They also recognize the delays, expense, and difficulties involved in proving in a legal or arbitration proceeding the actual loss suffered by the City if the work is not completed on time. Accordingly, instead of requiring any such proof, the City and Contractor agree that as liquidated damages for delay (but not as a penalty) the Contractor shall pay the City **\$200.00** for each calendar day that expires after the contract specified time until the remaining / outstanding work (punchlist) is performed by the Contractor and until such time as punchlist completion and readiness for final payment is made.

In case of joint responsibility for delay in the completion of the work, where two or more separate contracts are in force at the same time and cover work at the same site, liquidated damages assessed against any one Contractor will be based upon the individual responsibility of that Contractor for the delay as determined by, and in the judgment of, the Director.

The City shall have the right to deduct the liquidated damages from any money in its hands, otherwise due, or to become due, to the Contractor, or to initiate applicable dispute resolution procedures and recover liquidated damages for nonperformance of this contract within the specified time of the contract.

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**QUOTE FORM**

Quotes are to be submitted to the following address by close of business **September 3, 2013**

**W. Brian Hiatt, City Manager  
J. K. Wilson, III, P.E., Transportation Director  
City of Concord  
850 Warren C. Coleman Blvd.  
P.O. Box 308  
Concord, NC 28026-0308**

Please note on envelope:

**Quote Included – Brown Center Parking Lot Rehabilitation and Site Work FY-14**

1. The undersigned Quoter proposes and agrees, if this quote is accepted, to enter into a contract with the City of Concord on the provided Construction Contract to perform and furnish all work as specified or indicated in the contract documents within the specified time and for the amount indicated in this bid and in accordance with the other terms and conditions of the contract documents.
2. The Quoter accepts all of the terms and conditions of the Solicitation and the General Conditions. This quote will remain subject to acceptance for **THIRTY (30)** days after the day of quote opening. Quoter will sign and submit the contract with the Certificate of Insurance, any required Performance Bond, Payment Bond, and any associated Power of Attorney documents and other documents required by the contract documents within **FOURTEEN (14)** days after the date of the City’s Notice of Award.
3. In submitting this quote, the Quoter represents that:  
Quoter has examined copies of all the quoting documents and of the following Addenda (receipt of all which is hereby acknowledged):

No. _____	Dated _____
No. _____	Dated _____

- b. Quoter has attended the Pre-Quoting Conference, has visited the site and become familiar with and is satisfied as to the general, local, and site conditions that may affect cost, progress, performance, and furnishing of the work.
- c. Quoter is familiar with and has satisfied itself as to all Federal, State, and Local laws and regulations that may affect cost, progress, performance, and furnishing of the work.
- d. Quoter is aware of the general nature of work to be performed including any work by the City and others at the site that relates to the work for which this quote is submitted as indicated in the contract documents.
- e. Quoter has correlated the information known to Quoter, information and observations obtained from visits to the site, reports and drawings identified in the contract

documents, and any additional examinations, investigations, explorations, tests, studies, utility locations, and data with the contract documents.

- f. Quoter has given the Director written notice of all conflicts, errors, ambiguities, or discrepancies that Quoter has discovered in the contract documents and the written resolution thereof by the Director is acceptable to Quoter, and the contract documents are generally sufficient to indicate and convey understanding of all terms and conditions for performing and furnishing the work for which this bid is submitted.
  - g. This quote is genuine and not made in the interest of or on behalf of any undisclosed person, firm, or corporation and is not submitted in conformity with any agreement or rules of any group, association, organization, or corporation; Quoter has not directly or indirectly induced or solicited any other Quoter to submit a false or sham quote; Quoter has not solicited or induced any person, firm, or corporation to refrain from quoting; and Quoter has not sought by collusion to obtain for itself any advantage over any other Quoter or over the City of Concord.
4. Quoter will complete the work for the following unit prices. Quantities indicated are estimated and not guaranteed; they are solely for comparing quotes and establishing the initial contract amount. Final payment will be based on actual quantities.

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#### **PARKING LOT REHABILITATION AND SITE WORK**

The following sections of the Quote are for the crack and joint sealing, finish patching, reclamation, repaving, concrete curb and gutter, concrete monolithic island, concrete pad, striping and other associated work at the Alfred M. Brown Operations Center Parking Lot, 850 Warren C. Coleman Blvd, Concord, NC and as further specified and described below in the Special Conditions in accordance with the provisions of the Standard Specifications and Standard Drawings and in accordance with the requirements shown in the contract documents or plans.

**NOTE:** All costs associated with mobilization(s) for all the work under this contract consisting of preparatory work and operations, including but not limited to the movement of personnel, equipment, supplies, and incidentals to the project site, for the establishment of offices, buildings, and other facilities necessary for work on the project; the removal and disbandment of those personnel, equipment, supplies, incidentals, or other facilities that were established for the prosecution of work on the project; and for all other work and operations including pedestrian safety and traffic control which must be performed for costs incurred prior to beginning work on the various items on the project site shall be included and covered under and part of the unit costs bid for each Pay Item.

Inspection, quality control management and required testing for asphalt pavements, concrete and pavement striping and markings shall be in accordance with the Standard Specifications and in accordance with the requirements shown in the contract documents and the provisions of these specifications.

#### **Crack and Joint Sealing Section Quote**

This section of the Quote is for crack sealing longitudinal and transverse cracks and joints with PS/AR (hot-poured rubber asphalt) on parking lot or drive areas indicated or listed for such work in the Special Conditions. It is the intent of this contract that crack sealing operations are to be accomplished in an expeditious manner to take advantage of cooler weather conditions. The work also includes all construction methods as specified in Section 657-3 of the Standard Specifications in an acceptable manner and all else required to the satisfaction of the City of

Concord. The Contractor will not be required to seal the existing edge joints. Scheduling shall be coordinated with the City of Concord.

Equipment:

A hot compressed air (HCA) lance shall be used to blast out any vegetation, dirt, dampness, and loose material from the cracks and joints. A trailer mounted 190 gallon safety tested crack sealant preheater melter kettle, with horizontally mounted full sweep double paddle agitator shall be used to preheat the sealant.

Construction Requirements: All construction methods shall be in accordance with Section 657-3the of Standard Specifications. Follow the manufacturer’s recommendations

Sealing operations shall not be conducted when the surface temperature of the pavement is below 32° F temperature. Prior to installing the PS/AR (hot-poured rubber asphalt), all objectionable material shall be blasted out the cracks and joints with a hot compressed air (HCA) lance having a minimum 3,000° F temperature and with a minimum jet force of 3,000 ft./sec. blasting. Joints and cracks shall be clean, warm, and dry prior to sealing. Application of the PS/AR (hot-poured rubber asphalt) shall be at a temperature between 370° F minimum and 420° F maximum using a pressure screed shoe to completely fill the cracks or joints, leaving a sealed 2-in overband. Excessive overbanding or waste of material will not be tolerated. Immediately squeegee the crack or joint to minimize the height of the overband.

All cracks or joints shall have a minimum 1/8-in. depth of sealant installed. After sealing properly, promptly remove any excess sealer on the pavement. Traffic is not to be permitted over the sealed areas unless approved by the Director or the Director’s representative. Sand or the manufacturer’s recommended material may be applied on top of the sealant to prevent traffic pick-up.

Method of Measurement and Basis of Payment:

The quantity of sealing existing pavement cracks and joints will be measured as the actual number of linear feet of PS/AR (hot-poured rubber asphalt) material that have been satisfactorily used to seal pavement cracks and joints on the designated streets. Any material that has been spilled, used in excessive overbanding, wasted, misapplied, or unsatisfactorily used in any way will be deducted in determining quantities for payment. The Director or the Director’s representative will determine the quantity, if any, to be deducted. The Director or the Director’s representative on the quantity to be deducted will be final and binding.

The quantity of linear feet of PS/AR (hot-poured rubber asphalt) material measured as provided above, will be paid for at the contract unit price per linear feet.

Pay Item	Pay Item Description –Crack and Joint Sealing	Quantity	Units	Unit Price (\$)	Unit Amount (\$)
1.1	Seal existing pavement cracks and joints	2,500	Lin. Ft.		
<b>Total - Crack and Joint Sealing Section Quote</b>					

### Patching, Leveling, and / or Asphalt Seal Coating Section Quote

This section of the Quote is for patching, leveling, and / or asphalt seal coating for parking lot or drive areas indicated or listed in the Special Conditions. It is the intent of this contract that repavement operations are to be accomplished immediately after patchwork operations has been accepted or in a timeframe that is acceptable to the City. It is the intent of this contract that repavement is to be made immediately after asphalt seal coating operations have been accepted or in a timeframe that is acceptable to the City. Weather, seasonal and temperature limitations for patching, leveling, and asphalt seal coats shall be as specified in Division 6 of the Standard Specifications

Full Depth Finished Patching: The work includes, but is not limited to cutting and excavation of existing pavement, base, and subgrade material at specified locations or by direction of the Director or his representative to suitable dimensions, removal, loading, hauling and disposal of debris and excavated material as approved or directed in an acceptable manner, cleaning the excavations and surfaces, applications of tack, placement and compaction of patches with specified asphalt plant mix, including edge milling and tacking around the patch prior to capping with a surface course in accordance with the Standard Specifications and all else required to the satisfaction of the City of Concord.

Full Depth Patching (prior to resurfacing operations): The work includes, but is not limited to cutting and excavation of existing pavement, base, and subgrade material at specified locations or by direction of the Director or his representative to suitable dimensions, removal, loading, hauling and disposal of debris and excavated material as approved or directed in an acceptable manner, cleaning the excavations and surfaces, applications of tack, placement and compaction of patches with specified asphalt plant mix in accordance with the Standard Specifications and all else required to the satisfaction of the City of Concord prior to repaving operations.

Note: The determination of the use of any sub-base material will be made by the Director or his representative. Also, the Contractor is to provide areas outside the right-of-way to dispose of old, unsuitable sub-base material and other debris, which becomes the property of the Contractor.

Leveling – I19.0 B Intermediate Courses: Leveling courses using asphalt concrete type I19.0 B are to be made using a minimum lift thickness of 2.50-in to maximum lift thickness of 4.0-in. The leveling course shall be placed on a tack coat applied over the existing street surface that has been cleaned of all dust and foreign material. Leveling course(s) shall be placed per appropriate, specified lift and layer depths as directed by the Director or the Director's representative.

Leveling – Open Graded Asphalt Courses: Leveling courses are to be made using a minimum of compacted 1-in. thick layer of open graded asphalt concrete with good aggregate interlocking that is properly sized to provide a pavement layer having both structural strength *and* relief of reflective cracking from the underlying, existing pavement. The leveling course shall be placed on a tack coat applied over the existing street surface that has been cleaned of all dust and foreign material.

Note: The Contractor shall supply in writing to the Director the proposed open graded leveling course mix design and job mix formula for the mix type and combination of aggregates for review and approval prior to placement of such leveling course.

Asphalt Seal Coating: The work includes, but is not limited to surface preparation, furnishing, hauling, spreading, rolling, application(s) and placement(s) of asphalt seal coats at locations indicated in the contract documents, furnishing as spreading blotting sand, maintenance and repair(s) and all else required to the satisfaction of the City of Concord as approved by the Director or the Director's representative prior to resurfacing.

Mix and Placing:

Be advised that the plant and all associated equipment, materials, mix design and formulas, production, storage, limitations, inspection, quality control, placing, testing requirements, etc. shall conform to Division 6 with their various sub-sections of the Standard Specifications. Tack coats shall be applied in accordance with the provisions of Section 605. Asphalt Concrete Base and /or Intermediate Courses shall be placed per appropriate, specified lift and layer depths as directed by the Director or the Director's representative. Asphalt seal coats shall be constructed in accordance with the provisions of Division 600 and with the following additional requirements of Subsection 660-9 (B) (1) Straight Seal using No. 78M aggregate size.

Equipment and Hauling:

Large scale spreading and finishing / leveling, as determined by the Director or his representative, shall be performed utilizing a self-contained, power propelled paver capable of placing the asphalt mixture to the required grades, cross sections, thicknesses, and widths and to uniform density and texture. Equipment for the work shall be in accordance with Division 6 and specifically Sections 600-5, 610-8 and 610-9 of the Standard Specifications. The Director or his representative may waive the requirements for use of pavers for spreading and finishing where the small size, irregularities, or obstacles make their use impractical. The Contractor shall spread, rake, and lute the mixture by hand methods in these areas.

Transportation of the mixture from the plant to the point of use shall be in vehicles which have tight, clean, and smooth metal beds with two (2) 3/8-in. diameter hole on each side of the vehicle body and 6-in. above the bed of the vehicle for the purpose of inserting a thermometer. Loads shall be covered with a canvas or other suitable material to prevent the entrance of moisture and rapid loss of heat. Such work shall be in accordance with Section 610-7 of the Standard Specifications.

Compaction, Density and Maintenance:

Begin compaction of the material immediately after the material is spread, struck off, surface and edge irregularities adjusted, and shaped to the required width and depth. Compact the mix to the required degree of compaction for the type of mixture being placed and in such a manner as to obtain uniform density over the entire section. All compaction, density, joints, acceptance, and requirements shall be in accordance with Sections 610-9, 610-10, 610-11, 610-12, 610-13, and 660 of the Standard Specifications.

Maintenance of the patched areas in an acceptable condition until resurfacing occurs shall be in accordance with Maintenance - Section 610-(14) of the Standard Specifications. Maintenance and protection of the asphalt seal coated areas in an acceptable condition until resurfacing occurs shall be in accordance with Maintenance and Protection - Section 660-10 of the Standard Specifications.

Method of Measurement and Basis of Payment:

The quantity of hot mixed asphalt pavement to be paid for will be the actual number of tons (U.S. Customary Unit short ton - 2,000 lbs.) of each type of hot mix asphalt pavement which has been incorporated into the completed and accepted work in accordance with the requirements of Division 6 of the Standard Specifications. The hot mix asphalt pavement will be measured by being weighed in trucks on certified platform scales or other certified weighing devices. The quantity of hot mix asphalt, measured as provided above, will be paid for at the contract unit price per Ton.

The quantity of asphalt seal coat to be paid for will be the actual number of square yards which has been incorporated into the completed and accepted work in accordance with the requirements of Division 6 of the Standard Specifications. The quantity of asphalt seal coat treatment, straight seal using No. 78M aggregate size, measured as provided above, will be paid for at the contract unit price per square yard.

Pay Item	Pay Item Description – Patching, Leveling, and / or Asphalt Seal Coating	Quantity	Units	Unit Price (\$)	Unit Amount (\$)
2.1	Asphalt Full Depth Finished Patching - Place and compact Intermediate Course I19.0B with S9.5 B or S9.5 B layered	285	Tons		\$0.00
2.2	Asphalt Full Depth Patching - Place and compact Intermediate Course I19.0B (no Surface Course Cap)	0	Tons	No Bid	\$0.00
2.3	Asphalt Leveling - Place and compact Intermediate Course I19.0B	0	Tons	No Bid	\$0.00
2.4	Asphalt Leveling - Place and compact Asphalt Open Graded Leveling Course (mix as approved by Director)	0	Tons	No Bid	\$0.00
2.5	Asphalt Seal Coat	0	Sq. Yds.	No Bid	\$0.00
<b>Total - Patching, Leveling, and / or Asphalt Seal Coating Section Quote</b>					

**Reclamation Section Quote**

This section of the Quote is for using the reclamation method for areas or drives indicated or listed in the Special Conditions for such work. The work also includes, but is not limited to reclamation operations of sections at locations, depths (8-in. to 10-in.), widths, and typical sections indicated in the contract documents, addition of Portland concrete strengthening and stabilization materials at a 50-lb. per square yard – 12-in. thick rate, any undercutting and addition of suitable subgrade material as directed, grading the reclaimed section, providing for uniformity of grade and crown, disposal of any excess material, compaction and proof rolling and all else required to the satisfaction of the City of Concord.

Be advised that the reclamation pavement requirements shall conform to Division 5 of the Standard Specifications.

**Reclamation Equipment:**

The Contractor shall be required to provide and use mixers CAT RR-250 or comparable size or larger in order to obtain proper mixing.

**Construction Requirements:**

The indicated or listed parking lot or drive areas shall be reclaimed in a manner that will restore the facility to a uniform longitudinal profile and cross section at the designated locations. Reclamation work at intersections and other irregular areas will be performed as indicated by the Director or his representative. Construction requirements will be from Division 5 of the Standard Specifications. Reclamation of the existing parking lot or drive structure shall be to the depths

indicated in this document. The Director or his representative may allow for variations in the depth of reclamation. The addition of Portland cement for strengthening or stabilization will be applied at the rate of 50 pounds / square yard of roadway surface. If directed, the Contractor will perform undercutting and removal of unsuitable subgrade material and reconstruct the affected subgrade with suitable material. Addition of strengthening or stabilization materials shall be approved by the Director or the Director's representative prior to use.

Tolerance:

The Contractor performing the reclamation shall grade sub-base material to allow for a standard crown or grade to eliminate any "bird bath" problems. The Contractor shall also be responsible for the uniformity of the grade. Once satisfactorily grade and crown is achieved, the Contractor shall complete the compaction process and set up the sub-base material to a 95% density. Final grade shall be within ¼ inch or as approved by the Director or the Director's representative.

Compaction and Density Requirements:

All compaction work and equipment shall be in accordance with the Division 5 of the Standard Specifications. Each reclaimed area shall be subject to a proof roll test. The Contractor shall provide a fully loaded water truck of sufficient weight to check the result of compaction. The Director or the Director's representative must be present for each proof roll. The Contractor shall obtain approval of equipment used in compaction from the Director or the Director's representative prior to use. The Director or the Director's representative may prohibit or restrict the use of vibratory rollers where damage to the pavement being placed, the underlying pavement structure, drainage structures, utilities, or other facilities or nearby structures is likely to occur or is evident. In areas inaccessible to equipment, the mixture shall be thoroughly compacted by the use of hand tamps or hand operated mechanical tamps.

Method of Measurement and Basis of Payment:

The quantity of reclaimed section to be paid for will be the actual number of square yards of parking lot or drive area surface, which has been reclaimed in accordance with the requirements of Division 5 of the Standard Specifications. In measuring the square yard quantity, the length will be the actual length reclaimed, measured along the pavement surface. The width will be the actual width required or directed, measured along the pavement surface.

The quantity of reclaimed parking lot or drive area base, measured as provided above, will be paid for at the contract unit price per Square Yard.

The quantity of Portland cement used to strengthen sections or stabilize subgrade to be paid for will be the actual number of square yards of parking lot or drive area surface which has been strengthened or stabilized in accordance with the requirements of Division 5 of the Standard Specifications. In measuring the square yard quantity, the length will be the actual length reclaimed, measured along the pavement surface. The width will be the actual width required or directed, measured along the pavement surface.

The quantity of Portland concrete strengthened or stabilized parking lot or drive area, measured as provided above, will be paid for at the contract unit price per Square Yard.

The quantity of suitable material used to stabilize the subgrade to be paid for will be the actual number of cubic yards which has been strengthened or stabilized in accordance with the requirements of Division 5 of the Standard Specifications.

The quantity of approved suitable subgrade material will be paid for at the contract unit price per Cubic Yard.

Pay Item	Pay Item Description – Reclamation	Quantity	Units	Unit Price (\$)	Unit Amount (\$)
4.1	Reclamation including 40-lbs. cement / sq. yd. stabilization	5,248	Sq. Yd.		
4.2	Undercut and replace with approved suitable material for subgrade repairs	16	Tons		
<b>Total - Reclamation Section Quote</b>					

**Resurfacing Section Quote**

This section of the Quote is for paving the prepared base of the parking lot or drive areas indicated or listed in the Special Conditions with 1.5-in. of S9.5B Superpave mix or 1.25-in. of SF9.5A Superpave mix as directed by the Director or the Director’s representative. The work includes, but is not limited to the construction of one or more courses of asphalt mixture placed on a prepared surface in accordance with Division 6 and specifically Section 610 of the Standard Specifications and in reasonably close conformity with the lines, grades, thickness, and typical sections indicated in the contract documents as required to the satisfaction of the City of Concord. The work also includes producing, weighing, transporting, placing and compacting the plant mix; furnishing aggregate, asphalt binder, anti-strip adhesive, and all other materials for the plant mix; furnishing and applying tack coat as specified in Section 605 of the Standard Specifications; furnishing scales; maintaining the course until final acceptance of the project; making any repairs or corrections to the course that may become necessary; providing and conducting quality control and surface testing of the completed pavement as specified in Section 609 of the Standard Specifications. Mix design requirements are those given in Division 6 of the Standard Specifications.

It is the intent of this contract that pavement is to be accomplished immediately after the base has been accepted by the City. If the paving Contractor is not the base Contractor, the paving Contractor has up to three (3) days to start the paving operation after notice to proceed is issued by the City.

Weather, seasonal and temperature limitations for resurfacing shall be as specified in Division 6 of the Standard Specifications.

**Mix and Production Specifications:**

Be advised that the plant and all associated equipment, materials, mix design and formulas, production, storage, limitations, inspection, quality control, placing, testing requirements, etc. shall conform to Division 6 with their various sub-sections of the Standard Specifications. Tack coats shall be applied in accordance with the provisions of Section 605. Asphalt Concrete Base and /or Intermediate Courses shall be placed per appropriate mix, specified lift and layer depths as directed by the Director or the Director’s representative. The determination of the use of sub-base material will be made by the Director or his representative.

**Equipment and Hauling:**

Spreading and finishing the asphalt mixture, as determined by the Director or the Director’s representative, shall be performed utilizing a self-contained, power propelled paver capable of placing the asphalt mixture to the required grades, cross sections, thicknesses, and widths and to uniform density and texture. The paver shall be equipped and operated with a fully activated

screen plate which is designed to be preheated for the full length whenever necessary. The screed shall be of adequate length to spread and finish the full uniform width travel lane being placed. Do not use strike off devices, either mechanically or manually operated, in spreading and finishing mixture placed in the uniform width travel lane.

The paver shall be equipped with a receiving hopper and an automatically controlled distribution system, which is capable of uniformly maintaining a proper head of material in front of the full length of the screed, including screed extensions. The screed unit shall be equipped with a sliding shoe attachment, which will form a slope on the edge of the mat to prevent edge raveling when the mixture is compacted. A string line shall be placed by the Contractor and approved by Director or the Director's representative to ensure alignment control for the paver. A string line will not be required when the first layer is placed adjacent to a curb section.

Pavers shall be operated at a forward speed consistent with plant production, material delivery, and satisfactory laying of the mixture to provide uniform and continuous laydown operation. The Contractor shall coordinate paving and loading operations to maintain an adequate amount of asphalt mixture in the paver hopper between truck exchanges. The paver hopper shall not be allowed to become empty between loads. Should unevenness of texture, tearing, segregation, or shoving occur during the paving operation due to unsatisfactory methods or equipment, the Contractor shall immediately take such action as may be necessary to correct such unsatisfactory work at no cost to the City. Excessively throwing back material will not be permitted.

Pavers shall be equipped with a screed control system which will automatically control the longitudinal profile and cross slope of the pavement through the use of either a mobile grade reference(s), including mechanical, sonic and laser grade sensing and averaging devices, an erected string line(s), joint matching shoe(s), slope control devices or other approved methods or combinations of approved methods. Mobile grade reference system shall be capable of averaging the existing grade or pavement over a minimum 30-ft. distance. Coordinate the position of the grade control system such that the grade sensor is at the approximate midpoint of the mobile reference system.

Use an erected fixed stringline for both longitudinal profile and cross slope control as required. The Contractor shall be responsible for furnishing and supporting the stringline with stakes. Utilize the 30-ft. minimum length mobile grade reference system to control the longitudinal profile when placing the initial lanes and all adjacent lanes of all courses unless otherwise specified or approved. When placing adjacent lanes of the final surface course, the paver shall be equipped with a joint matching device (6-in shoe) which will automatically provide control of depth of the mixture being placed so that, when compacted, it will match the depth of the existing lane. Utilize an automatic slope control system unless otherwise approved. The Director or the Director's representative may waive the use of automatic slope controls and require the use of mobile grade references on either or both sides of the paver.

The Director or the Director's representative may waive the requirements for use of pavers for spreading and finishing where irregularities or obstacles make their use impractical. The Contractor shall spread, rake, and lute the mixture by hand methods in these areas.

All placing and finishing work of the asphalt mixture shall be in accordance with Section 610-8 of the Standard Specifications.

Transportation of the mixture from the plant to the point of use shall be in vehicles which have tight, clean, and smooth metal beds with two (2) 3/8-in diameter hole on each side of the vehicle body and 6-in. above the bed of the vehicle for the purpose of inserting a thermometer. Loads shall be covered with a canvas or other suitable material to prevent the entrance of moisture and rapid loss of heat. Such work shall be in accordance with Section 610-7 of the Standard Specifications.

Compaction and Density Requirements:

All compaction work and equipment shall be in accordance with Section 610-9 and 610-10 of the Standard Specifications. Immediately after the asphalt mixture has been spread, struck off, and surface and edge irregularities adjusted, it shall be thoroughly and uniformly compacted over the entire section. Perform compaction rolling at the maximum temperature at which the mix will support the rollers without moving horizontally. Operate rollers with the drive wheels nearest the paver and at uniform speeds slow enough to avoid displacement of the mixture. Complete the compaction (including intermediate rolling) prior to the mixture cooling below a workable temperature. Perform finish rolling to remove roller marks resulting from the compaction rolling operations.

The Contractor shall provide sufficient number and weight of rollers, except as noted, to compact the mixture to the required density while it is still in a workable condition. The Contractor shall obtain approval of equipment used in compaction from the Director or the Director's representative prior to use. The Director or the Director's representative may prohibit or restrict the use of vibratory rollers where damage to the pavement being placed, the underlying pavement structure, drainage structures, utilities, or other facilities or nearby structures is likely to occur or is evident. Rolling equipment which results in excessive crushing of the aggregate or excessive displacement of the mixture is prohibited. Steel wheel rollers shall be equipped with wetting devices to prevent the mixture from sticking to the roller wheels. All rollers shall be in good condition and capable of being reversed without backlash. In areas inaccessible to equipment, the mixture shall be thoroughly compacted by the use of hand tamps or hand operated mechanical tamps.

Densities shall meet the minimum requirements Section 610-10 of the Standard Specifications for the type of mixture being placed.

Joints:

All joints in the pavement shall be made and tested in accordance the requirements of Section 610-11 (A) and 610-11 (B) of the Standard Specifications.

*Transverse Joints* - When the placing of the mixture is to be suspended long enough to permit the mixture to become chilled, a transverse joint shall be constructed. If traffic will not pass over the end of the paving, a butt joint will be permitted, provided proper compaction is achieved. If traffic will pass over the joint, the Contractor shall construct a sloped wedge ahead of the end of the full depth pavement to provide for proper compaction and protection of the full pavement depth. Construct the joint square to the lane alignment and discard all excess material. The contractor shall place a paper-parting strip beneath this wedge to facilitate joint construction unless waived by the Director or the Director's representative.

Before paving operations are resumed, the Contractor shall remove the sloped wedge and cut back into the previously constructed pavement to the point of full pavement depth. The exposed edge of the previously constructed pavement shall then be lightly coated with tack coat.

*Longitudinal Joints* – Tack the edge of all longitudinal joints prior to placing the adjoining pavement. Longitudinal joints shall be formed by allowing the paver to deposit the mixture adjacent to the joint to such depth that maximum compaction can be obtained along the joint. Rolling immediately behind the paver shall pinch the joint. When multi-lane multi-layer construction is required, offset the longitudinal joints in each layer from that in the layer immediately below by approximately 6-in. Construct the joints in the final layer, where possible, between designated travel lanes of the final traffic pattern.

Maintenance:

The Contractor shall maintain the plant mix pavement in an acceptable condition in accordance with Maintenance - Section 610-(14) of the Standard Specifications until final acceptance of the project. Immediately repair any defects or damage that may occur. Perform maintenance to damaged or defective pavement and repeat as often as necessary to keep the base or pavement in an acceptable condition at no cost to the City of Concord.

Acceptance:

Acceptance of the surface and density shall be in accordance with Sections 610-12 and 610-13 of the Standard Specifications.

Method of Measurement and Basis of Payment:

The quantity of hot mixed asphalt pavement to be paid for will be the actual number of tons (U.S. Customary Unit short ton – 2,000 lbs.) of each type of hot mix asphalt pavement which has been incorporated into the completed and accepted work in accordance with the requirements of Division 6 of the Standard Specifications. The hot mix asphalt pavement will be measured by being weighed in trucks on certified platform scales or other certified weighing devices.

The quantity of hot mixed asphalt pavement, measured as provided above, will be paid for at the contract unit price per Ton.

Pay Item	Pay Item Description – Resurfacing	Quantity	Units	Unit Price (\$)	Unit Amount (\$)
5.1	Reclamation - Asphalt Resurfacing Place and compact Intermediate Course I19.0 B	930	Tons		
5.2	Reclamation - Asphalt Resurfacing Place and compact Surface Course S9.5B	732	Tons		
<b>Total - Resurfacing Section Quote</b>					

Concrete Section Quote

This section of the Quote consists of installation or repair work of concrete curb and gutter sections, concrete monolithic islands with mountable curb, concrete pad and other associated work at locations designated in the Special Conditions. The work includes, but is not limited to providing all materials, placing all materials, excavating and backfilling, sawing, cutting, demolition, forming, placing / pouring of all designated concrete, finishing, constructing and sealing joints, disposal of removed concrete, incidentals, and all else required to the satisfaction of the City in accordance with Division 8 and specifically Sections 825, 846, 848, 852, of the Standard Specifications and the Standard Drawings.

Material Specifications:

All materials used are to be in accordance with Division 10 of the Standard Specifications. Concrete used for this work shall be at a minimum NCDOT Class A or as specifically designated or modified by additives by the Director or the Director’s representative. Concrete shall be non-tinted.

Portland cement concrete.....	Section 1000
Curing agents for concrete.....	Section 1026
Joint Materials.....	Section 1028

Construction:

Installation / construction shall be in accordance with Division 8 of the Standard Specifications. Any existing sections to be removed shall be saw cut or removed at a joint) to the direction of the Director or the Director’s representative.

*Curb and Gutter* - Prepare foundation and compact base or subgrade to the degree required by the applicable Section(s) of the Standard Specifications or direction of the Director or the Director’s representative. Space joints no closer than 5-ft. Install joints as required by the Standard Specifications. Finish surface within ¼-in., then check longitudinally with a 10-ft. straightedge. Wheelchair access points, if designated, shall be in accordance with Standard Drawings.

Do not place backfill adjacent to fresh concrete until at least 3 curing days or as specified by the Director or the Director’s representative. Complete backfill within 4 calendar days after the completion of the approved curing period. Compact soil backfill to the satisfaction of the City’s representative. Concrete sidewalk or pads placed next to curb and gutter are to have expansion joints and fillers and seals. Do not place vehicles on the completed work until after 7 curing days or 3 curing days if “High Early Strength Concrete” is used.

*Wheelchair Ramps and Sidewalks* - Wheelchair access points shall be constructed in accordance with Standard Drawings. Any adjoining sidewalk sections as specified by the Director or the Director’s representative shall be constructed in accordance with the requirements of the City of Concord. Detectable warning dome mats shall be of the “insert” type, be of a red color, comply with Standard Drawing 848.05 and be approved by the Director or the Director’s representative.

Sidewalk width shall be as designated by the Director or the Director’s representative. Where sidewalks are less than 5-ft. wide, a passing zone shall be installed at the direction of the Director or the Director’s representative. Sidewalk joint spacing shall be no less than 5-ft. Where construction crosses a driveway, the sidewalk shall be 6-in. thick. “High Early Strength Concrete” is to be placed at driveway crossings or as specified by the on-site City Inspector. Seal expansion joints where sidewalk and wheelchair ramps are placed adjacent to the curb and gutter. Do not seal groove joints. Sidewalks are to be sloped at ¼-in./ 1-ft. towards the gutter and shall have a light broom finish.

Do not place backfill adjacent to fresh concrete until at least 3 curing days. Complete backfill within 4 calendar days after the completion of the 3-day curing period. Compact backfill to the satisfaction of the Director or the Director’s representative. Do not place vehicles on the completed work until after 7 curing days or 3 curing days if “High Early Strength Concrete” is used.

*Monolithic Islands with Mountable Curb* – Construct at designated locations by the Director or the Director’s representative. Concrete material strength, lengths, widths, thickness, associated reinforcement materials, and other associated design information will be as indicated on the construction drawings or as designated in the Special Conditions.

All form work, reinforcement, anchoring, placement of concrete, testing, finishing, protection from cold weather, curing, and joints shall comply with Section 852 of the Standard Specifications.

*Concrete Pad(s)* – Construct at designated locations by the Director or the Director's representative. Concrete material strength, lengths, widths, thickness, associated reinforcement materials, joint materials, other associated design information, etc. will be as indicated on the construction drawings or as designated in the Special Conditions.

All form work, reinforcement, joints, placement of concrete, testing, finishing, protection from cold weather, curing, and joints shall comply with Section 825 of the Standard Specifications.

*Incidental Concrete* – Construct at designated locations by the Director or the Director's representative. Concrete material strength, lengths, widths, thickness, associated reinforcement materials, joint materials, other associated design information, etc. will be as indicated on the construction drawings or as designated in the Special Conditions.

All form work, reinforcement, joints, placement of concrete, testing, finishing, protection from cold weather, curing, and joints shall comply with Section 825 of the Standard Specifications.

Acceptance:

Acceptance of the concrete work shall be to the satisfaction of the Director or the Director's representative.

Method of Measurement and Basis of Payment:

As follows:

*Curb and Gutter* - The quantity of concrete curb and gutter will be the actual linear foot measured along the surface of the top of the curb or at the flow line where there is no curb incorporated into the completed and accepted work in accordance with the requirements of Section 846 of the Standard Specifications. Such price includes, but is not limited to, excavating and backfilling, sawing existing curb and gutter, constructing base, furnishing and placing concrete, and constructing and sealing joints. The quantity of curb and gutter, measured as provided above, will be paid for at the Contract Unit Price per Linear Foot.

*Wheelchair Ramps* - The quantity of wheelchair ramps will be the actual cubic yards of concrete received, installed and accepted by the Director or the Director's representative in accordance with the requirements of Section 848 of the Standard Specifications and the Standard Drawings. Such price includes, but is not limited to, excavating and backfilling, sawing existing sidewalk, constructing base, furnishing and placing concrete, furnishing and installing City Standard ADA truncating domes shown in the City of Concord Technical Standards Manual, and constructing and sealing joints. The quantity of wheelchair ramps, measured as provided above, will be paid for at the Contract Unit Price per Cubic Yard.

*Sidewalk* - The quantity of sidewalk will be the actual cubic yards of concrete received, installed and accepted by the Director or the Director's representative in accordance with the requirements of Section 848 of the Standard Specifications and the Standard Drawings. Such price includes, but is not limited to, excavating and backfilling, sawing existing sidewalk, construction base, furnishing and placing concrete, forming holes for signposts and constructing and sealing joints. The quantity of adjoining sidewalk (where specified), measured as provided above, will be paid for at the contract unit price per Cubic Yard.

*Monolithic Concrete Islands with Mountable Curb* - The quantity of monolithic concrete island with mountable curb work will be the actual square yards of concrete placed and accepted by the Director or the Director's representative in accordance with the requirements of Section 852 of the Standard Specifications and the Standard Drawings. Measurement will be made parallel to the bottom surface of the island or median. This work includes, but is not

limited to, excavating and backfilling, constructing base, steel rebar pins anchoring islands, furnishing and placing concrete, forming holes for signposts and constructing and sealing joints. The quantity of concrete, measured as provided above, will be paid for at the Contract Unit Price per Square Yard.

*Concrete Pad(s)* - The quantity of concrete pad work will be the actual cubic yards of concrete placed and accepted by the Director or the Director's representative in accordance with the requirements of Section 825 of the Standard Specifications and the Standard Drawings. This work includes, but is not limited to, excavating and backfilling, constructing base, furnishing and placing concrete, forming holes for signposts and constructing and sealing joints. The quantity of concrete, measured as provided above, will be paid for at the Contract Unit Price per Cubic Yard.

*Incidental Concrete* - The quantity of incidental concrete will be the actual cubic yards of concrete placed and accepted by the Director or the Director's representative in accordance with the requirements of Section 825 of the Standard Specifications and the Standard Drawings. This work includes, but is not limited to, furnishing and placing concrete, forming holes for signposts and constructing and sealing joints. The quantity of concrete, measured as provided above, will be paid for at the Contract Unit Price per Cubic Yard.

Pay Item	Pay Item Description – Concrete	Quantity	Units	Unit Price (\$)	Unit Amount (\$)
6.1	Standard 2'-6" Concrete Curb and Gutter for Traffic Islands:	140	Lin. Ft.		
6.2	Concrete Monolithic Islands (Mountable Curb) and associated Materials	70	Sq. Yd.		
6.3	Concrete Pad	195	Cu. Yd.		
6.4	Incidental Concrete – Filler for Traffic Island	12	Cu. Yd.		
<b>Total - Concrete Section Quote</b>					

**Re-Striping, Re-Marking, and Replace Pavement Markers Section Quote**

This section of the Quote is for replacement of all permanent reflective thermoplastic pavement striping and markings on the parking lot or drive areas indicated or listed in the contract Special Conditions or as designated by the Director or the Director's Representative in accordance with the applicable provisions of Division 12 of the Standard Specifications, Standard Drawings, the Manual on Uniform Traffic Control Devices (MUTCD) latest Edition and Addendums and in accordance with the requirements shown in the contract documents or plans and the provisions of these specifications. The work includes, but is not limited to providing all materials, premarking, placing all materials, finishing, removals, repairs, disposals, incidentals, and all else required to the satisfaction of the City in accordance with Division 12 of the Standard Specifications and the Standard Drawings.

**Material Specifications:**

All materials shall meet the requirements of Standard Specifications. Materials reincorporated into the work shall be those listed on the NCDOT Approved Products List or are Traffic-qualified by the NCDOT Traffic Control section. Contractor is referred to the approved product list on the "[www.doh.dot.state.nc.us/preconstruct/traffic/congestion/TC/products.htm](http://www.doh.dot.state.nc.us/preconstruct/traffic/congestion/TC/products.htm)" NCDOT web site.

Construction:

The Contractor shall mark, delineate, align and take all such quality control measures to insure that the installation of reflective permanent thermoplastic pavement stripes and pavement markings are replaced at the same position as previously occupied by the original device or are installed at positions and locations approved by the Director or his representative. Removal and reinstallation of incorrectly placed or installed pavement stripes and markings as determined by the Director or the Director's representative will be at the Contractor's expense and will not be subject to payment by the City. All installation shall be in accordance with Division 12 of the Standard Specifications and Standard Drawings. The Contractor shall hold the City of Concord, its agents, officials, and employees harmless from any and all liability proximately caused by incorrectly placed or installed pavement stripes and markings.

The testing procedures, use of application and dispensing equipment, any such action of application and dispensing, maintenance of all equipment, weather and seasonal limitations, time limitations, and all methods and requirements shall be done in strict accordance with the applicable sections of Division 12 of the Standard Specifications.

Maintenance:

Pavement striping and markings re-installed by the Contractor which prematurely deteriorate, fail to adhere to the pavement, lack reflectorization, or are otherwise unsatisfactory, during the life of the contract and the one (1) year warranty period shall be replaced by the Contractor at Contractor's expense as determined by the Director or the Director's representative.

Upon written notification by the Director or the Director's representative, the Contractor will be required to winterize designated pavement striping and markings under this contract by placing an additional application of such. The striping and markings are to be suitable for use in winter periods. Payment will be made under the Pay Item for the type of striping or marking placed.

The Contractor will also be responsible for maintenance of newly permanent raised pavement markers prior to acceptance by the City.

Method of Measurement and Basis of Payment:

The quantity of solid lines shall be the summation of the linear feet of solid line measured end-to-end of the line. The quantity of skip or broken lines shall be the summation of the linear feet derived by multiplying the nominal length of a line by the number of marking lines placed. The quantity of pavement markings or permanent raised pavement markers, measured as provided above, will be paid for at the contract unit price per Linear Foot or Each as stipulated below:

Pay Item	Pay Item Description – Re-Striping and Re-Markings	Quantity (lin. ft.)	Units	Unit Price (\$)	Unit Amount (\$)
7.1	4" Dbl. Yellow Solid Centerline	400	Lin. Ft.		
7.2	4" Dbl. Yellow Skip Line	0	Lin. Ft.	No Bid	
7.3	4" Sing. Yellow Solid, Skip, and Mini Skip Line	400	Lin. Ft.		
7.4	4" Sing. White Solid, Skip, and Mini Skip Line	1,900	Lin. Ft.		
7.5	Stop Bar - 24"	0	Lin. Ft.	No Bid	
7.6	Hi-Visibility Crosswalk – NCDOT Std.	0	Lin. Ft.	No Bid	

7.7	Yield Line	0	Lin. Ft.	No Bid	
7.8	Thru Arrow	0	Each	No Bid	
7.9	Right-Turn or Left Turn Arrow	0	Each	No Bid	
7.10	Combo Arrow - Thru Rt. / Thru Lf. / Thru Rt.- Lf.	0	Each	No Bid	
7.11	Characters 10'-0"	0	Each	No Bid	
7.12	SCHOOL Word Marking (with 8" Bars) – NCDOT Std.	0	Each	No Bid	
7.13	Railroad - RXR (with 8" Bars)	0	Each	No Bid	
7.14	Handicap Symbol	0	Each	No Bid	
<b>Total - Re-Striping and Re-Markings Section Quote</b>					

**Accessories and Miscellaneous Materials Section Quote**

This section of the Quote is for accessories and miscellaneous materials to be used in the parking lot or drive areas indicated or listed in the contract Special Conditions or as designated by the Director or the Director's Representative in accordance with the applicable provisions of Division 10 of the Standard Specifications, Standard Drawings, the Manual on Uniform Traffic Control Devices (MUTCD) latest Edition and Addendums and in accordance with the requirements shown in the contract documents or plans and the provisions of these specifications. The work includes, but is not limited to providing all materials, placing or installing all materials, excavating and backfilling, sawing, cutting, finishing, constructing and sealing joints, incidentals, and all else required to the satisfaction of the City in accordance with the Standard Specifications and the Standard Drawings.

**Material Specifications:**

All materials used are to be in accordance with Division 10 of the Standard Specifications or as specifically designated by the City of Concord.

**Construction:**

Installation / construction shall be in accordance with manufacturer's directions and specifications.

*Stop Blocks for Parking Spaces* – Place, key-in, and secure stop blocks at designated parking spaces as specified by the Director or the Director's representative.

**Acceptance:**

Acceptance of any accessories or miscellaneous materials shall be to the satisfaction of the Director or the Director's representative.

**Method of Measurement and Basis of Payment:**

As follows:

*Stop Blocks for Parking Spaces* – The quantity of stop blocks for parking spaces will be the actual number of stop blocks installed and accepted by the Director or the Director's representative to the satisfaction of the City. The quantity of stop blocks, measured as provided above, will be paid for at the Contract Unit Price per Each.

Pay Item	Pay Item Description - Accessories and Miscellaneous Section Quote	Quantity	Units	Unit Price (\$)	Unit Amount (\$)
8.1	Stop Blocks for Parking Spaces	35	EA.		
<b>Total - Accessories and Miscellaneous Section Quote</b>					

- Continued Next Page -



**QUOTING SHEET**

Crack and Joint Sealing Section Quote: \$ \_\_\_\_\_

Patching, Leveling, and / or Asphalt Seal Coating Section Quote \$ \_\_\_\_\_

Reclamation Section Quote: \$ \_\_\_\_\_

Resurfacing Section Quote: \$ \_\_\_\_\_

Concrete Section Quote: \$ \_\_\_\_\_

Re-Striping and Re-Marking Section Quote: \$ \_\_\_\_\_

Accessories and Miscellaneous Section Quote \$ \_\_\_\_\_

Quote Section Total \$ \_\_\_\_\_

(5% Contingency) \$ \_\_\_\_\_

---

**TOTAL QUOTE AMOUNT** \$ \_\_\_\_\_

---

- This Quote shall not add any unauthorized additions, deletions, or conditional quote.
- Quoter agrees that any and all excavations are unclassified.
- This Quote will remain subject to acceptance for **60** days after the date of submittal given above and that once accepted and the Contract executed between the City and the Contractor that the unit prices shall remain as submitted herewith until **June 30, 2012**.
- Quoter agrees that the Work will be substantially complete within **45** days after the Notice to Proceed is executed, completed, and ready for final payment on or within **60** days after the effective date of the contract. Time is of the essence.

Do Not Separate the Quoting Form and Signature of Quoter sheets from the Contract document book.

– Continued Next Page –

\*\*\*\*\* SIGNATURE OF QUOTER \*\*\*\*\*

*If an Individual*

Contractor's License Number: \_\_\_\_\_

License Expiration Date: \_\_\_\_\_

By: \_\_\_\_\_  
(signature of individual)

doing business as: \_\_\_\_\_

Business address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ ZIP: \_\_\_\_\_

Phone No.: \_\_\_\_\_

Date: \_\_\_\_\_, 2013

ATTEST: \_\_\_\_\_

*If a Partnership*

Contractor's License Number: \_\_\_\_\_

License Expiration Date: \_\_\_\_\_

By: \_\_\_\_\_  
(firm name)

\_\_\_\_\_  
(signature of general partner)

doing business as: \_\_\_\_\_

Business address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ ZIP: \_\_\_\_\_

Phone No.: \_\_\_\_\_

Date: \_\_\_\_\_, 2013

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

***If a Corporation***

Contractor's License Number: \_\_\_\_\_

License Expiration Date: \_\_\_\_\_

By: \_\_\_\_\_  
(corporation name)

\_\_\_\_\_  
(signature of authorized official) Title: \_\_\_\_\_

Business address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ ZIP: \_\_\_\_\_

Phone No.: \_\_\_\_\_

Date: \_\_\_\_\_, 2013

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

(Seal)

***If a Joint Venture* (OTHER PARTY MUST SIGN BELOW)**

***If an Individual***

Contractor's License Number: \_\_\_\_\_

License Expiration Date: \_\_\_\_\_

By: \_\_\_\_\_  
(signature of individual)

doing business as: \_\_\_\_\_

Business address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ ZIP: \_\_\_\_\_

Phone No.: \_\_\_\_\_

Date: \_\_\_\_\_, 2013

ATTEST: \_\_\_\_\_

***If a Partnership***

Contractor's License Number: \_\_\_\_\_

License Expiration Date: \_\_\_\_\_

By: \_\_\_\_\_  
(firm name)

\_\_\_\_\_  
(signature of general partner)

doing business as: \_\_\_\_\_

Business address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ ZIP: \_\_\_\_\_

Phone No.: \_\_\_\_\_

Date: \_\_\_\_\_, 2013

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

***If a Corporation***

Contractor's License Number: \_\_\_\_\_

License Expiration Date: \_\_\_\_\_

By: \_\_\_\_\_  
(corporation name)

\_\_\_\_\_  
(signature of authorized official) Title: \_\_\_\_\_

Business address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ ZIP: \_\_\_\_\_

Phone No.: \_\_\_\_\_

Date: \_\_\_\_\_, 2013

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

(Seal)

- Continued Next Page -

**DEBARRED FIRMS CERTIFICATION FORM**

FROM: City of Concord City Council  
P.O. Box 308 - 26 Union Street, South  
Concord, North Carolina 28026-0308

TO: Quoters of:  
**Brown Center Parking Lot Rehabilitation and Site Work FY-14**

The undersigned hereby certifies that the firm of \_\_\_\_\_  
has not been suspended by the State of North Carolina or any Agency or Department thereof for  
conviction or indictment or any of the offences enumerated in N.C.G.S. 133-27 nor will award  
any subcontracts of any tier to firms that have been suspended for conviction or indictment of any  
of the offenses enumerated in N.C.G.S. 133-27.

\_\_\_\_\_  
Name of firm

\_\_\_\_\_  
Signature of authorized official

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

ATTEST: \_\_\_\_\_

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

(Seal)

\_\_\_\_\_ County  
North Carolina

Sworn and Subscribed before me this the \_\_\_ day of \_\_\_\_\_, 2013

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

\_\_\_\_\_  
(Print or type name of Notary Public)

(Notary Seal)



**TRANSPORTATION DEPARTMENT  
EXHIBIT "B"**

**SPECIAL CONDITIONS**

**Brown Center Parking Lot Rehabilitation and Site Work FY-14**

**SPC-1. – Pre-Quoting Meeting**

A qualifying Pre-Quote Conference (walk through of the proposed project) will be held on August 27, 2013 on site at 9:30 AM (weather permitting). Attendance will be required to submit a quote for this work. All questions about the meaning or intent of the Quoting Documents and the contract documents shall be submitted to the Director at 704-920-5362 for consideration. Any interpretations or clarifications considered necessary by the Director in response to such questions will be issued by Addenda mailed, FAXed or delivered to all parties recorded by the Transportation Department as having received the Quoting Documents package. Questions received less than 4 days prior to the date for receiving the quotes may not be answered. Only answers issued by Addenda will be binding. Oral and other interpretations or clarifications will be without legal effect.

**SC-2. – Project Location**

Work site is the parking lot at the Alfred M. Brown Operations Center, 850 Warren C. Coleman Blvd., Concord, NC (see map for general location). Actual area(s) for the proposed parking lot rehabilitation and site work for will be as indicated by the Director or the Director's representative.

**SC-3. - Quote and Quote Bond**

Quotes may be modified or withdrawn at any time prior to the opening of quotes with the knowledge of the Director. If, within 24 hours after quotes are opened, and Quoter files a duly signed, written notice with the City and promptly thereafter demonstrated to the reasonable satisfaction of the City that there was a material and substantial mistake in the preparation of its quote, that Quoters may withdraw its quote. Thereafter, that Quoter will be disqualified from further quoting on the work to be provided under the contract documents.

A bond or deposit for this Quote is not required.

**SC-4. Award, Waiver of Informalities and Right of Rejection**

The City of Concord reserves the right to waive informalities and also reserves the right to reject any or all Quotes.

**SC-5 – EEO, Minority Disadvantaged Business Participation, and Drug Free Work Place**

The local government of the City of Concord does not discriminate in administering any of its programs and activities. The Contractor awarded the contract for work will be required to assure that no person shall be denied employment or fair treatment, or in any way discriminated against on the basis of race, sex, religion, age, national origin, or disability.

In accordance with 1 NC Administrative Code 30 I.0101, it is the policy of the City of Concord that Bidders  
Special Conditions  
Brown Center Parking Lot Rehabilitation and Site Work FY-14

undertake good faith efforts to recruit minority – disadvantaged business participation in the work. Reference the City of Concord DBE Program Policy Statement following. Bidders will need to provide an affidavit of good faith efforts to comply with this policy as part of submitting a quote. However, no specific goals for DBE participation have been established for this contract. Firms proposed by Bidders as a participating minority and disadvantaged business with current certification by the NCDOT will be considered acceptable for listing in the Bidder’s submittal of MBE-DBE participation.

It is an absolute requirement of the City of Concord that the project work site and work force be drug free and that associated individuals, including subcontractors, working on the project be free of prior or pending felony convictions, the qualifications statement should include a commitment to this requirement and an indication of the plan of the firm to ensure compliance with this requirement.

Forms for use by Bidders in making said good faith efforts to recruit minority – disadvantaged business participation in the project and are hereby attached and made part of the Special Conditions (see following Forms for use as affidavits for the City’s MBE-DBE policy).

**SC-6. – MDBP Reporting**

The Contractor shall also submit a copy of the minority – disadvantaged business participation statement with the final payment invoice to report all minority – disadvantaged business participation on the project to City of Concord, Attn: Ms. Dana Hood, Accountant, P.O. Box 308, Concord, N.C. 28026-0308. In the event that the Contractor had no minority – disadvantaged business participation on the project, the Contractor will still be required to submit such reporting as no participation. Where participation is from minority – disadvantaged business material suppliers or manufacturers, the statement shall indicate the appropriate percentage (60% for regular dealers and 100% for manufacturers) of expenditures to be reported. The final invoice will not be processed without submission of the report.

**SC-7. Insurance**

Certificates of Insurance must be submitted on an Acord 25 Form (latest revision, and the City (not a specific individual or department) must be named as additional insured on all lines of coverage (General Liability, Auto, Umbrella, Professional Liability, etc.), except Workers’ Compensation.

On the Certificate of Insurance, the ADDL INSR column should be marked with an “X” to indicate the City is additional insured for specific lines of coverage.

The following wording must be entered into the Description of Operations: “The City of Concord is named as an additional insured as required by written contract.” The following address must be used for Certificates of Insurance:

City of Concord  
Attn: Risk Management  
Post Office Box 308  
Concord, NC 28026-0308

NC Workers’ Compensation insurance mandatory statutory limits must be met for employers with three or more employees.

**SC-8. – Performance and Payment Bonds**

The successful Bidder will be required to furnish a 100 percent (%) Performance Bond (on form provided by the City of Concord) and a 100 percent (%) Payment Bond as security for the faithful performance and the payment of all bills and obligations arising from the performance of the work.

### **SC-9. – Certain Provisions Relating to Project Construction:**

#### North Carolina Department of Transportation Asphalt Cement Index (NCDOT ACI)

- Asphalt Bid Items for this contract **will not** be adjusted to the NCDOT Asphalt Cement Index. (ACI). There will be no separate measurement or payment for asphalt cement. All costs in connection therewith shall be included in the asphalt item in which asphalt cement is used.

Quantities for the work associated with rehabilitation of the Fire Station No. 4 Parking Lot are included in the applicable Bid Items for the street rehabilitation work and are not broken out as separate Bid Items or an Alternate.

#### Crack and Joint Sealing

- Contractor is to be made aware that prior to any crack and joint sealing work, there shall be clear communication made as to the nature and full extent of the area and items to be addressed so as to minimize any misuse or waste of material.
- Scheduling (based on weather, etc.) shall be coordinated through the Inspector. Additionally, crack and sealing work shall be performed at a time and in a manner so as to minimize sealant pick-up by area traffic.

#### Milling

- Contractor is to be made aware that milling shall be performed in such a manner as to control the dust generated and mitigate mill dust from his operations.
- Contractor is to provide areas outside the right-of-way to dispose of milled material, which becomes the property of the Contractor. Any cost associated with this is incidental to the Pay Items(s) associated with this part of the work.

#### Reclamation

- Contractor is to be made aware that reclamation shall be performed in such a manner as to control the dust generated by the concrete strengthening and stabilization. Residential concerns are situated close to the roadway where this work is to take place.

#### Asphalt Repaving

- Pave each section in a continuous operation. Do not begin work on another section or area unless satisfactory progress is being made toward completion and all other required incidental work by satisfactorily furnishing additional paving equipment and personnel, except for reclamation and patching operations.
- Place asphalt concrete in sections with asphalt pavement spreaders made for the purpose, or with other equipment approved by the Engineer.
- The actual asphalt binder content will be established during construction by the Director or the Director's representative within the limits established in the Standard Specifications. Also, certain listed streets could be rehabilitated and resurfaced using a mix type different than that specified in the contract Pay Items at the direction of the Director or his representative. In the event that a different mix is specified by the Director or proposed in writing by the Contractor, and if the Contractor and the Director mutually agree to a contract unit price for the new mix type Pay Item, payment will be made in accordance with the appropriate Method of Measurement and Basis of Payment given in the General Conditions.

#### Concrete Work

- Curb and Gutter shall be City of Concord Standard as noted in the Concord Development Ordinance - Technical Standards Manual or the NCDOT Roadway Standard Drawings unless otherwise directed by the Director or the Director's representative.

- Sidewalk width shall be as designated by the Director or the Director's representative.
- In the event that the Contractor or his Subcontractor has a question as to placement of Wheelchair access points, the Contractor or Subcontractor will notify the Director for direction. Detectable warning dome mats shall be of the "insert" type, be of a red color and be approved by the Director or the Director's representative before installing.
- Concrete Islands, Medians, and other Incidental concrete work shall be in accordance with the NCDOT Roadway Standard Drawings, or as shown on attached construction drawings to these Special Conditions, or as specifically directed by the Director or the Director's representative before installing.
- The Concrete Pad for this work is to be constructed on a subgrade prepared by the City of Concord. Crack control joints are to be installed on 25-ft. spacings or as specified by the Director or the Director's representative

#### Pavement Striping and Markings

- In the event that the Contractor or his Subcontractor has a question as to the placement or type of pavement striping or marking that differs from that which existed, the Contractor or Subcontractor will notify the Director for direction of the application to be used.
- If failure of a particular striping, marking, or permanent raised pavement marker item occurs within the time of the contract, the contractor shall begin to make necessary repair(s) within 48-hours of notification, weather pending. If failure occurs within the one (1) year warranty period, the Director or the Director's representative shall notify and the Contractor shall begin to make necessary repair(s) within seven (7) days, weather pending. Mobilization(s) for any observation period or one (1) year warranty work due to failure of items installed by the Contractor shall be incidental to the contract unit price for the failed Pay Item(s).
- Refer to following spreadsheet for striping and markings locations and details.
- Temporary Street Marking Paint shall not be used as a long term application unless specified by Director or his representative. Pavement marking paint used to premark permanent thermoplastic striping and marking locations shall be incidental to the contract unit price for Pay item for Re-Striping, Re- Markings and Replace Pavement Markers.

#### Accessories and Miscellaneous Materials

- Stop blocks shall be of the precast concrete type that is pinned or keyed to the parking lot pavement.

#### Damages and Repairs

- The City of Concord will not responsible for any claims or damages brought by the property owner(s). Should the Contractor fail to make necessary damage repairs within a reasonable period of time as determined by the Director to any public or private infrastructure damaged by the Contractor (or a Subcontractor) within the course of the work, the City of Concord will make repairs and shall be reimbursed by the Contractor for all labor, tools, and materials necessary to correct the failure. Such reimbursements shall be deducted from the money due the Contractor or shall be billed to Contractor.

#### **SC-10. – Privilege License and Sales Taxes**

The selected Contractor and any Sub Contractors shall be required to hold a current City of Concord Privilege License. Contact the City of Concord Tax Office at 704-920-5216 for information with regards to this requirement.

Provisions for sales and use taxes are as set forth by the requirements and direction of the City of Concord Finance Department. Any questions with regards to such shall be coordinated through the City of Concord Finance Department.

**SC-11. – Purchase Order and Billings**

The City's designated representative (Inspector) and the Contractor are to coordinate the billings to be used under this contract. The Inspector will note the appropriate Account Line Items Number(s) on submitted Contractor Pay Request Form(s).

**SC-12. – Retainage**

Refer to Sec. 4a. – Retainage. in the Construction Contract documents with regards to retainage.

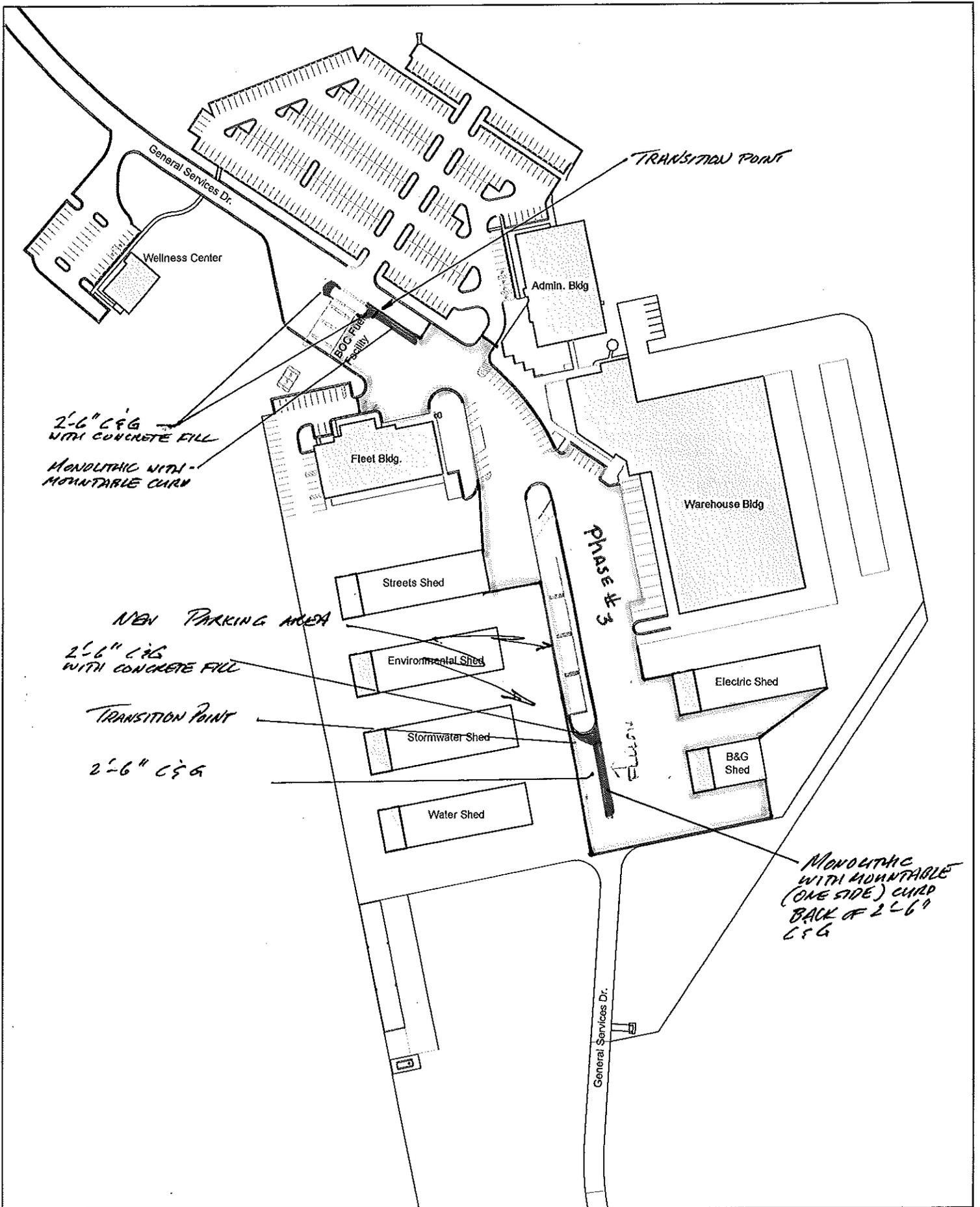
**SC-13. – Inspection and Final Acceptance of the Work**

If failure of an item of work occurs within the time of the contract, the contractor shall begin to make necessary repair(s) within two weeks, weather pending. Should the Contractor fail to make necessary repairs within the given time frames established, the City of Concord will make repairs and shall be reimbursed by the Contractor for all labor, tools, and materials necessary to correct the failure. Such reimbursements shall be deducted from the money due the Contractor or shall be billed to Contractor.

The Director or his designated representative reserves the right to perform all inspection and make all final acceptance of the work. The Contractor will be responsible for protection from vandalism and maintenance of newly installed, fresh poured concrete such as sidewalk sections, wheelchair ramps, curb and gutter, etc. prior to acceptance by the City.

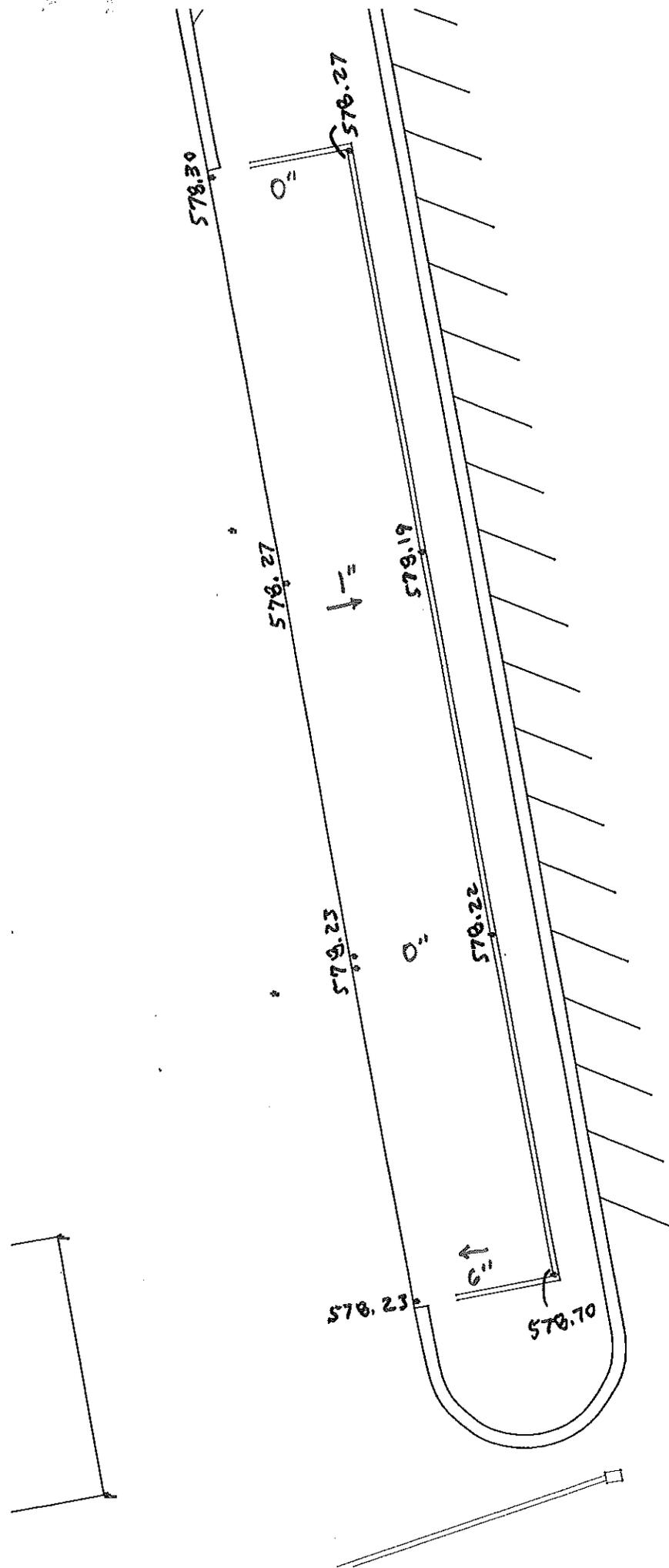






Phase #3

Elevations on Existing Concrete  
Storage Area to be converted  
to parking Area



## CITY OF CONCORD DBE PROGRAM

### POLICY STATEMENT

#### Section 26.1, 26.23

#### Objectives/Policy Statement

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

It is the policy of the City of Concord to ensure that DBEs as defined in 49 CFR Part 26, have an equal opportunity to receive and participate in DOT-assisted contracts. It is also our policy:

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

The City's Purchasing Officer has been designated as the DBE Liaison Officer. In that capacity, Purchasing Officer is responsible for implementing all aspects of the DBE program. Implementation of the DBE program is accorded the same priority as compliance with all other legal obligations incurred by the City of Concord in its financial assistance agreements with the Department of Transportation.

The City of Concord has disseminated this policy statement to the Concord City Council and all of the components of our organization. We have distributed this statement to DBE and non-DBE business communities that perform work for us on DOT-assisted contracts. The policy statement is available in the City Clerk's office and the DBE Liaison's office and will be mailed to all parties requesting a copy or a City transportation-related RFP, or expressing an interest in obtaining a transportation-related contract with the City.

W. Ben Hill 11/12/2010  
City Manager Date



# State of North Carolina AFFIDAVIT A – Listing of Good Faith Efforts

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

(Name of Bidder)

Affidavit of \_\_\_\_\_

I have made a good faith effort to comply under the following areas checked:

**Bidders must earn at least 50 points from the good faith efforts listed for their bid to be considered responsive.** (1 NC Administrative Code 30 I.0101)

- 1 – (10 pts) Contacted minority businesses that reasonably could have been expected to submit a quote and that were known to the contractor, or available on State or local government maintained lists, at least 10 days before the bid date and notified them of the nature and scope of the work to be performed.
- 2 --(10 pts) Made the construction plans, specifications and requirements available for review by prospective minority businesses, or providing these documents to them at least 10 days before the bids are due.
- 3 – (15 pts) Broken down or combined elements of work into economically feasible units to facilitate minority participation.
- 4 – (10 pts) Worked with minority trade, community, or contractor organizations identified by the Office of Historically Underutilized Businesses and included in the bid documents that provide assistance in recruitment of minority businesses.
- 5 – (10 pts) Attended prebid meetings scheduled by the public owner.
- 6 – (20 pts) Provided assistance in getting required bonding or insurance or provided alternatives to bonding or insurance for subcontractors.
- 7 – (15 pts) Negotiated in good faith with interested minority businesses and did not reject them as unqualified without sound reasons based on their capabilities. Any rejection of a minority business based on lack of qualification should have the reasons documented in writing.
- 8 – (25 pts) Provided assistance to an otherwise qualified minority business in need of equipment, loan capital, lines of credit, or joint pay agreements to secure loans, supplies, or letters of credit, including waiving credit that is ordinarily required. Assisted minority businesses in obtaining the same unit pricing with the bidder's suppliers in order to help minority businesses in establishing credit.
- 9 – (20 pts) Negotiated joint venture and partnership arrangements with minority businesses in order to increase opportunities for minority business participation on a public construction or repair project when possible.
- 10 - (20 pts) Provided quick pay agreements and policies to enable minority contractors and suppliers to meet cash-flow demands.

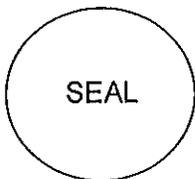
The undersigned, if apparent low bidder, will enter into a formal agreement with the firms listed in the Identification of Minority Business Participation schedule conditional upon scope of contract to be executed with the Owner. Substitution of contractors must be in accordance with GS143-128.2(d) Failure to abide by this statutory provision will constitute a breach of the contract.

The undersigned hereby certifies that he or she has read the terms of the minority business commitment and is authorized to bind the bidder to the commitment herein set forth.

Date: \_\_\_\_\_ Name of Authorized Officer: \_\_\_\_\_

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

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



State of North Carolina, County of \_\_\_\_\_

Subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_

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

My commission expires \_\_\_\_\_

**State of North Carolina --AFFIDAVIT B-- Intent to Perform Contract with Own Workforce.**

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

Affidavit of \_\_\_\_\_

(Name of Bidder)

I hereby certify that it is our intent to perform 100% of the work required for the \_\_\_\_\_

contract.

(Name of Project)

In making this certification, the Bidder states that the Bidder does not customarily subcontract elements of this type project, and normally performs and has the capability to perform and will perform all elements of the work on this project with his/her own current work forces; and

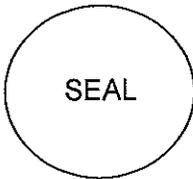
The Bidder agrees to provide any additional information or documentation requested by the owner in support of the above statement.

The undersigned hereby certifies that he or she has read this certification and is authorized to bind the Bidder to the commitments herein contained.

Date: \_\_\_\_\_ Name of Authorized Officer: \_\_\_\_\_

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

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



State of North Carolina, County of \_\_\_\_\_

Subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_

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

My commission expires \_\_\_\_\_

## State of North Carolina - **AFFIDAVIT C** - Portion of the Work to be Performed by Minority Firms

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

**(Note this form is to be submitted only by the apparent lowest responsible, responsive bidder.)**

If the portion of the work to be executed by minority businesses as defined in GS143-128.2(g) is equal to or greater than 10% of the bidders total contract price, then the bidder must complete this affidavit. This affidavit shall be provided by the apparent lowest responsible, responsive bidder within **72 hours** after notification of being low bidder.

Affidavit of \_\_\_\_\_ I do hereby certify that on the \_\_\_\_\_  
(Name of Bidder)

Project ID# \_\_\_\_\_ (Project Name) Amount of Bid \$ \_\_\_\_\_

I will expend a minimum of \_\_\_\_\_% of the total dollar amount of the contract with minority business enterprises. Minority businesses will be employed as construction subcontractors, vendors, suppliers or providers of professional services. Such work will be subcontracted to the following firms listed below. Attach additional sheets if required

Name and Phone Number	*Minority Category	Work description	Dollar Value

\*Minority categories: Black, African American (B), Hispanic (H), Asian American (A) American Indian (I), Female (F) Socially and Economically Disadvantaged (D)

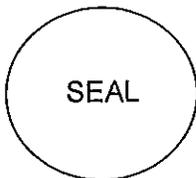
Pursuant to GS143-128.2(d), the undersigned will enter into a formal agreement with Minority Firms for work listed in this schedule conditional upon execution of a contract with the Owner. Failure to fulfill this commitment may constitute a breach of the contract.

The undersigned hereby certifies that he or she has read the terms of this commitment and is authorized to bind the bidder to the commitment herein set forth.

Date: \_\_\_\_\_ Name of Authorized Officer: \_\_\_\_\_

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

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



State of North Carolina, County of \_\_\_\_\_  
 Subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_  
 Notary Public \_\_\_\_\_  
 My commission expires \_\_\_\_\_

# State of North Carolina AFFIDAVIT D – Good Faith Efforts

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

(Note this form is to be submitted only by the apparent lowest responsible, responsive bidder.)

If the goal of 10% participation by minority business **is not** achieved, the Bidder shall provide the following documentation to the Owner of his good faith efforts:

(Name of Bidder)

Affidavit of: \_\_\_\_\_

I do certify the attached documentation as true and accurate representation of my good faith efforts.

(Attach additional sheets if required)

Name and Phone Number	*Minority Category	Work description	Dollar Value

\*Minority categories: Black, African American (B), Hispanic (H), Asian American (A) American Indian (I), Female (F) Socially and Economically Disadvantaged (D)

Documentation of the Bidder's good faith efforts to meet the goals set forth in these provisions.

Examples of documentation include, but are not limited to, the following evidence:

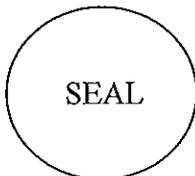
- A. Copies of solicitations for quotes to at least three (3) minority business firms from the source list provided by the State for each subcontract to be let under this contract (if 3 or more firms are shown on the source list). Each solicitation shall contain a specific description of the work to be subcontracted, location where bid documents can be reviewed, representative of the Prime Bidder to contact, and location, date and time when quotes must be received.
- B. Copies of quotes or responses received from each firm responding to the solicitation.
- C. A telephone log of follow-up calls to each firm sent a solicitation.
- D. For subcontracts where a minority business firm is not considered the lowest responsible sub-bidder, copies of quotes received from all firms submitting quotes for that particular subcontract.
- E. Documentation of any contacts or correspondence to minority business, community, or contractor organizations in an attempt to meet the goal.
- F. Copy of pre-bid roster.
- G. Letter documenting efforts to provide assistance in obtaining required bonding or insurance for minority business.
- H. Letter detailing reasons for rejection of minority business due to lack of qualification.
- I. Letter documenting proposed assistance offered to minority business in need of equipment, loan capital, lines of credit, or joint pay agreements to secure loans, supplies, or letter of credit, including waiving credit that is ordinarily required.

Failure to provide the documentation as listed in these provisions may result in rejection of the bid and award to the next lowest responsible and responsive bidder.

Date: \_\_\_\_\_ Name of Authorized Officer: \_\_\_\_\_

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

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



State of North Carolina, County of \_\_\_\_\_  
 Subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_  
 Notary Public \_\_\_\_\_  
 My commission expires \_\_\_\_\_



**EXHIBIT "C"  
ATTACHMENT SHEET FOR  
QUOTE BOND**

**NOT REQUIRED**

**TRANSPORTATION DEPARTMENT**

**P.O. Box 308 - 850 Warren C. Coleman Blvd.  
Concord, North Carolina 28026-0308  
704-920-5331**

**EXHIBIT "D"**  
**NOTICE OF AWARD AND ACCEPTANCE OF NOTICE**

TO:

FROM: City of Concord  
P.O. Box 308 - 26 Union Street, South  
Concord, North Carolina 28026-0308

PROJECT: Brown Center Parking Lot Rehabilitation and Site Work FY-14

You are hereby notified that the Quote submitted by you for the above named project in response to the City of Concord's Solicitation of Quotes dated August 16, 2013 in the amount of \_\_\_\_\_ and /100...Dollars (\$ \_\_\_\_\_) has been accepted.

You are hereby requested to execute the formal Contract with the City of Concord and to furnish your Contractor's Certificate of Insurance, Performance Bond, Payment Bond, and associated Power of Attorney(s) along with any other documents pertaining to the work as designated by the City of Concord.

Dated this the \_\_\_\_ day of \_\_\_\_\_, 2013.

**City of Concord, North Carolina**

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

**ACCEPTANCE OF NOTICE**

Receipt of the above **NOTICE OF AWARD** is hereby acknowledged this the \_\_\_\_ day of \_\_\_\_\_, 2013.

\_\_\_\_\_  
Witness

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



**EXHIBIT "E"**  
**ATTACHMENT SHEET FOR**  
**CERTIFICATE OF INSURANCE**

(Refer to the Construction Contract Sec. 7. and Sec. 8. And the Special Conditions SC-7 for information and directions for insurance certificates)

**TRANSPORTATION DEPARTMENT**

**P.O. Box 308 - 850 Warren C. Coleman Blvd.**  
**Concord, North Carolina 28026-0308**  
**704-920-5331**



**EXHIBIT "F"**  
**ATTACHMENT SHEET FOR**  
**PERFORMANCE and PAYMENT BONDS**  
(Performance Bond form supplied by City of Concord)

**TRANSPORTATION DEPARTMENT**

**P.O. Box 308 - 850 Warren C. Coleman Blvd.**  
**Concord, North Carolina 28026-0308**  
**704-920-5331**

**PERFORMANCE BOND**

Date of Execution of this Bond \_\_\_\_\_

Name and Address of Principal (Contractor) \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Name and Address of Surety \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Name and Address of Contracting Body City of Concord  
26 Union Street, South P.O. Box 308  
Concord, North Carolina 28026

Amount of Bond \_\_\_\_\_  
\_\_\_\_\_

Contract That certain contract by and between the Principal and the Contracting Body above named dated Notice to Proceed Date specified on EXHIBIT H  
For: Brown Center Parking Lot Rehabilitation and Site Work FY-14

KNOW ALL MEN BY THESE PRESENTS, that we, the PRINCIPAL and SURETY above named, are held and firmly bound unto the above-named Contracting Body, hereinafter called the Contracting Body, in the penal sum of the amount stated above for the payment of which sum well and truly to be made, we bind ourselves, our heirs, executors, administrators, and successors, jointly and severally, firmly by these presents.

THE CONDITION OF THIS OBLIGATION IS SUCH, that whereas the Principal entered into a certain contract with the Contracting Body, identified as shown above and hereto attached;

NOW THEREFORE, if the Principal shall well and truly perform and fulfill all the undertakings, covenants, terms, conditions, and agreements of said contract during the original term of said contract and any extensions thereof that may be granted by the Contracting Body, with or without notice to the Surety, and during the life of any guaranty required under the contract, and shall also well and truly perform and fulfill all the undertakings, covenants, terms, conditions, and agreements of any and all duly authorized modifications of the contract that may hereafter be made, notice of which modifications to the Surety being hereby waived, then, this obligation to be void; otherwise, to remain in full force and virtue.

**PERFORMANCE BOND: (Continued)**

THIS PERFORMANCE BOND is made and given pursuant to the requirements and provisions of Section 129 of Chapter 143 of the General Statutes of North Carolina and pursuant to Article 3 of Chapter 44-A of the General Statutes of North Carolina, and each and every provision set forth and contained in Section 129 of Chapter 143 and in Article 3 of Chapter 44-A of the General Statutes of North Carolina is incorporated herein, made a part hereof, and deemed to be conclusively written into this Bond.

IN WITNESS WHEREOF, the above-bounden parties have executed this instrument under their several seals as of the date indicated above, the name and corporate seal of each corporate party being hereto affixed and these presents duly signed by its undersigned and representative, pursuant to authority of its governing body.

WITNESS:

\_\_\_\_\_  
Principal (Name of individual and trade name,  
partnership, corporation, or joint venture)

\_\_\_\_\_  
(Proprietorship or Partnership)

BY \_\_\_\_\_(SEAL)

TITLE \_\_\_\_\_  
(Owner, Partner, Office held in  
corporation, joint venture)

ATTEST: (Corporation)

**(Corporate Seal of Principal)**

BY \_\_\_\_\_

TITLE \_\_\_\_\_  
(Corporation Secretary or  
Assistant Secretary Only)

\_\_\_\_\_  
Surety (Name of Surety Company)

WITNESS:

BY \_\_\_\_\_

TITLE Attorney in Fact

**(Corporate Seal of Surety)**

COUNTERSIGNED:

\_\_\_\_\_  
(Address of Attorney in Fact)

\_\_\_\_\_  
N.C. Licensed Resident Agent



**EXHIBIT "G"**  
**FINANCE DEPARTMENT**  
**SUPPLIED FORMS**

(Refer to the following forms for Sales Tax and Payment Requests.)

**TRANSPORTATION DEPARTMENT**  
**P.O. Box 308 - 850 Warren C. Coleman Blvd.**  
**Concord, North Carolina 28026-0308**  
**704-920-5331**

City of Concord  
Post Office Box 308  
Concord, North Carolina 28026-0308

For Office Use Only:

Charge to P.O.# \_\_\_\_\_  
Due \_\_\_\_\_

**PROJECT: Brown Center Parking Lot Rehabilitation and  
Site Work FY-14**

Date Notice to Proceed: \_\_\_\_\_  
Completion Date: \_\_\_\_\_  
Days Remaining in Contract: \_\_\_\_\_  
Percent Work Complete: \_\_\_\_\_  
Percent Time Complete: \_\_\_\_\_  
Percent Payment Complete: \_\_\_\_\_

**APPLICATION FOR PAYMENT NO. \_\_\_\_\_ SHEET NO. \_\_\_\_\_ OF \_\_\_\_\_**

**PERIOD FROM: \_\_\_\_\_ TO: \_\_\_\_\_**

**CERTIFICATE OF THE CONTRACTOR**

To the best of my knowledge and belief, I certify that this periodical estimate is correct and all work has been performed and materials supplied in full accordance with the terms and conditions of the contract documents between the undersigned contractor and the City of Concord.

<b>GROSS AMOUNT OF PARTIAL PAYMENT</b> - - - - -	\$
<b>LESS: RETAINAGE (refer to Sec 4a Retainage in Contract)</b>	\$
<b>PREVIOUS PAYMENT</b> - - - - -	\$
<b>LIQUIDATION DAMAGES</b>	
<u>      </u> <b>DAYS @ \$</b> _____	\$
<b>OTHER DEDUCTIONS:</b>	
_____ - - - - -	\$
_____ - - - - -	\$
<b>TOTAL DEDUCTIONS</b> - - - - -	\$
<b>NET AMOUNT DUE THIS ESTIMATE</b> - - - - -	\$

Name of Contractor: \_\_\_\_\_ Address: \_\_\_\_\_

Signed: \_\_\_\_\_ Title: \_\_\_\_\_ Date: \_\_\_\_\_

**CERTIFICATE OF CONSTRUCTION ADMINISTRATOR/ENGINEER**

I certify that I have verified this periodical estimate and that to the best of my knowledge and belief, it is a true and correct statement of work performed and materials supplied under the contract.

Consultant Engineer: \_\_\_\_\_ Date: \_\_\_\_\_

Construction Administrator: \_\_\_\_\_ Date: \_\_\_\_\_

**APPROVED AND PAYMENT RECOMMENDED:  
CITY OF CONCORD**

Signed: \_\_\_\_\_ Title: \_\_\_\_\_ Date: \_\_\_\_\_



**EXHIBIT "H"**  
**NOTICE TO PROCEED**  
**(DATE OF AVAILABILITY)**

TO:

FROM: City of Concord  
P.O. Box 308 - 26 Union Street, South  
Concord, North Carolina 28026-0308

PROJECT: Brown Center Parking Lot Rehabilitation and Site Work FY-14

**PROJECT DESCRIPTION:** The work includes, but is not limited to, the selected Contractor performing crack and joint sealing, finish patching, reclamation, repaving, concrete curb and gutter, concrete monolithic island, concrete pad, striping, accessories and miscellaneous materials, and other associated work at the Alfred M. Brown Operations Center Parking Lot, 850 Warren C. Coleman Blvd, Concord, NC as identified by the Transportation Department including mobilizations, all labor including special subcontracting, permits, licenses, certifications, handwork, fabrications, tools, equipment, all materials, miscellaneous hardware, consumables, preparations, adhesives, other items and incidentals, traffic control safety operations, site security, removals, removals and resetting, testings, cleanup, and disposal(s), touch-up repairs, etc., in accordance with the contract documents, Standard Specifications, Standard Drawings, and all else required to the satisfaction of the Director and the City of Concord.

You are hereby formally notified to commence work on or before the \_\_\_\_ day of \_\_\_\_\_, 2013 under the assigned City of Concord Purchase Order No(s). \_\_\_\_\_ in accordance with the Contract documents for the work.

Dated this the \_\_\_\_ day of \_\_\_\_\_, 2013

**City of Concord, North Carolina**

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

**STANDARD FORM CONSTRUCTION CONTRACT**  
**BROWN CENTER PARKING LOT REHABILITATION AND SITE WORK FY-14**

This contract is made and entered into as of the \_\_\_ day of \_\_\_\_\_, 2013, by the City of CONCORD ("City") and \_\_\_\_\_ ("Contractor"), ( x ) a corporation, ( ) a professional corporation, ( ) a professional association, ( ) a limited partnership, ( ) a sole proprietorship, or ( ) a general partnership; organized and existing under the laws of the State of North Carolina.

**Sec. 1. Background and Purpose.** This contract is for the rehabilitation of the parking lot and other site work at the Alfred M. Brown Operations Center, 850 Warren C. Coleman Blvd, Concord, NC. All work and materials shall meet and be in accordance with the provisions of the North Carolina Department of Transportation Standard Specifications for Roads and Structures, latest Edition, the North Carolina Department of Transportation Roadways Standards Drawings, latest Edition the Manual on Uniform Traffic Control Devices, latest Edition and the City of Concord Technical Standards Manual, latest Edition. The Contractor shall keep himself fully informed of all Federal, State, and local laws, ordinances, and regulations.

**Sec. 2. Services and Scope to be Performed.** The Contractor shall provide specified crack and joint sealing, finish patching, reclamation, repaving, concrete curb and gutter, concrete monolithic island, concrete pad, striping, accessories and miscellaneous materials, and other associated site work at the Alfred M. Brown Operations Center Parking Lot as specified by the Transportation Department including mobilizations, all labor including special subcontracting, permits, licenses, certifications, handwork, fabrications, tools, equipment, all materials, miscellaneous hardware, consumables, preparations, adhesives, other items and incidentals, traffic control safety operations, site security, removals, removals and resetting, testings, cleanup, and disposal(s), touch-up repairs, etc., at the charges set forth either in this paragraph or in Exhibit "A". Additional Exhibits may be used to further define this Agreement when the Contractor and City so agree. Any additional exhibits shall be designated as exhibits to the Agreement with capitalized, sequential letters of the alphabet, shall be attached hereto and incorporated herein by reference as if the same were fully recited, and shall become terms of this Agreement upon execution by both parties.

In this contract, "services" means the services that the Contractor is required to perform pursuant to this contract and all of the Contractor's duties to the City that arise out of this contract. Any amendments, corrections, or change orders by either party must be made in writing signed in the same manner as the original. (This form may be used for amendments and change orders.) The City reserves the right to refuse payment for any work outside that authorized herein or pursuant to a duly approved amendment or change order.

**Sec. 3. Complete Work without Extra Cost.** Unless otherwise provided, the Contractor shall obtain and provide, without additional cost to the City, all labor, materials, equipment, transportation, facilities, services, permits, and licenses necessary to perform the Work.

**Sec. 4. Compensation.** The City shall pay the Contractor for the Work as described in this paragraph below OR as described in Exhibit A attached. In the event of a conflict, the provisions of this paragraph shall control. Any additional expenses or charges shall only be paid after both the City and the Contractor agree to and execute a written change order. The City shall not be obligated to pay the Contractor any fees, payments, expenses or compensation other than those authorized in this contract or in a duly-approved change order.

**Sec. 4a. Retainage.** The City shall withhold no retainage on Contracts having a "total project cost" of less than \$100,000.00. The City may withhold retainage on contracts having a total project cost between \$100,000.00 and \$299,999.99. The City shall withhold retainage on contracts whose total project cost exceeds \$300,000.00

When withheld, retainage shall equal no more than five percent of each progress payment. When the project is fifty per cent complete, the City shall not retain anything from future project payments provided that (i) the

surety concurs in writing, (ii) the Contractor continues to perform satisfactorily, (iii) any non-conforming work identified in writing by the architect, engineer(s) or City has been corrected by the Contractor and accepted by the architect, engineer(s) or City. However, if the City determines that the Contractor's performance is unsatisfactory, the City may withhold up to five percent retainage from each project payment. The City may withhold additional amounts above five percent for unsatisfactory job progress, defective construction not remedied, disputed work, third party claims filed against the owner or reasonable evidence that a third-party claim will be filed.

**Definitions:**

**"Total Project Cost":** Total value of the Contract and any approved change orders or amendments.

**"Project Fifty Percent Complete":** When the Contractor's gross project invoices (excluding the value of the materials stored off-site) equal or exceed fifty percent of the value of the contract, except that the value of materials stored on-site shall not exceed twenty percent of the Contractor's gross project invoices for the purpose of determining whether the project is fifty percent complete.

**Sec. 5. Term.** The Contractor shall commence work on the written Notice to Proceed date from the City. The date of the written Notice to Proceed date shall be the "Commencement Date." All work as set forth in the Scope of Services in Exhibit "A" shall be completed within **SIXTY (60)** calendar days of the Commencement Date. The date that is **SIXTY (60)** calendar days from the Commencement Date shall be the "Completion Date."

Time is of the essence with regard to this Project. If Contractor's obligations are not completed by the Completion Date, the City reserves the right to nullify this Agreement, order the Contractor to immediately cease all work under this Agreement and vacate the premises, and to seek professional services equivalent to those outlined in Exhibit "A." The Contractor shall be held accountable for all damages incurred by the City as a consequence of the missed Completion Date. The exercise of any of these rights by the City shall not be interpreted to prejudice any other rights the City may have in law or equity. This Contract shall not be automatically extended unless agreed to in writing by the City or as provided in Exhibit "A".

**Sec. 6. Contractor's Billings to City.** Payments will be made in accordance with the schedule found in this section below OR attached at Exhibit A. Contractor shall submit an original pay request (invoice) to the City Purchasing Agent by the first of each month in order to expedite payment. Upon receipt of the request the City Purchasing Agent shall verify the amounts and if correct forward the request to the Accounts Receivable Division of the Finance Dept. Final payment on the contract shall be made in 45 days, except in the case of retainage. Within 60 days after the submission of the final pay request, the City (with the written consent of the surety) shall release to the Contractor all retainage payments IF the City receives a certificate of substantial completion from the architect, engineer or designer-in-charge of the project OR the City receives beneficial occupancy and use of the project. In either case, the City may retain up to 2.5 times the estimated value of the work to be completed or corrected.

**Sec. 7. Insurance.** Contractor shall maintain and cause all sub-contractors to maintain insurance policies at all times with minimum limits as follows:

<u>Coverage</u>	<u>Minimum Limits</u>
Workers' Compensation	\$100,000 each accident, \$100,000 bodily injury by disease each employee, \$500,000 bodily injury by disease policy limit
General Liability	\$1,000,000 per occurrence regardless of the contract size

Automobile Liability		\$1,000,000 per occurrence regardless of the contract size
Umbrella	<input checked="" type="checkbox"/>	\$1,000,000 per occurrence if contract does not exceed 180 days and does not exceed \$500,000; otherwise,
	<input type="checkbox"/>	\$2,000,000

Contractor shall provide a Certificate of Insurance to the City listing the City as an additional insured. Such Certificate shall be in a form acceptable to the City.

**Sec. 8. Documentation Requirements:**

A. Contractor shall provide the City with a **Certificate of Insurance** for review prior to the issuance of any contract or Purchase Order. All Certificates of Insurance will require written notice by the insurer or contractor's agent in the event of cancellation, reduction or other modifications of coverage by the insurer. Such notice shall be not less than 30 days for nonrenewal by the insurer, not less than 10 days for cancellation due to nonpayment of the premium and as soon as possible for all other types of modifications. In addition to the notice requirement above, Contractor shall provide the City with written notice of cancellation, reduction, or other modification of coverage of insurance whether instigated by the insurer or by the Contractor immediately upon Contractor's receipt of knowledge of such modifications. Upon failure of the Contractor to provide such notice, Contractor assumes sole responsibility for all losses incurred by the City for which insurance would have provided coverage. The insurance certificate shall be for the insured period in which the initial contract period begins and shall be renewed by the contractor for each subsequent renewal period of the insurance for so long as the contract remains in effect.

The City shall be named as an **additional insured** on all policies except Workers' Compensation and it is required that coverage be placed with "A" rated insurance companies acceptable to the City. Statement should read, "City of Concord is added as an additional insured as evidenced by an endorsement attached to this certificate." Failure to maintain the required insurance in force may be cause for termination of this Agreement. In the event that the contractor fails to maintain and keep in force the insurance herein required, the City has the right to cancel and terminate the Agreement without notice.

B. All those doing business with the City must have a current **Privilege License** issued by the City of Concord if a privilege license is authorized by law.

C. Contractor shall provide a completed W-9 form to the City prior to execution by the City of this Agreement.

**Sec. 9. Performance of Work by Contractor:**

(a) The Contractor warrants that all work performed under this contract conforms to the contract requirements and is free of any defect in equipment, material, or design furnished, or workmanship performed by the Contractor or any subcontractor or supplier at any tier. This warranty shall continue for a period of 1 year from the date of issuance by the City of written final completion of the work.

(b) The Contractor shall remedy at the Contractor's expense any failure to conform, or any defect. In addition, the Contractor shall remedy at the Contractor's expense any damage to City - owned or controlled real or personal property, when that damage is the result of--

- (1) The Contractor's failure to conform to contract requirements; or
- (2) Any defect of equipment, material, workmanship, or design furnished.

(c) The Contractor shall restore any work damaged in fulfilling the terms and conditions of this clause. The Contractor's warranty with respect to work repaired or replaced will run for 1 year from the date of repair or replacement.

(d) The City shall notify the Contractor, in writing, within a reasonable time, not to exceed 30 days, after the discovery of any failure, defect, or damage.

(e) If the Contractor fails to remedy any failure, defect, or damage within a reasonable time, not to exceed 30 days unless otherwise agreed in writing and signed by the City Manager or his designee, after receipt of notice, the City shall have the right to replace repair, or otherwise remedy the failure, defect, or damage at the Contractor's expense.

(f) With respect to all warranties, express or implied, from subcontractors, manufacturers, or suppliers for work performed and materials furnished under this contract, the Contractor shall--

- (1) Obtain all warranties that would be given in normal commercial practice,
- (2) Require all warranties to be executed, in writing, for the benefit of the City, if directed to do so by the City; and
- (3) Enforce all warranties for the benefit of the City, if directed to do so by the City

(g) In the event the Contractor's warranty has expired, the City may bring suit at its expense to enforce a subcontractor's, manufacturer's, or supplier's warranty.

(h) Unless a defect is caused by the negligence of the Contractor or subcontractor or supplier at any tier, the Contractor shall not be liable for the repair of any defects of material or design furnished by the City nor for the repair of any damage that results from any defect in City-furnished material or design.

**Sec. 10. Performance of Work by City.** If the Contractor fails to perform the Work in accordance with the schedule referred to in Exhibit "A", the City may, in its discretion, perform or cause to be performed some or all of the Work, and doing so shall not waive any of the City's rights and remedies. Before doing so, the City shall give the Contractor reasonable notice of its intention. The Contractor shall reimburse the City for all costs incurred by the City in exercising its right to perform or cause to be performed some or all of the Work pursuant to this section.

**Sec. 11. Attachments.** The following attachments are made a part of this contract and incorporated herein by reference: SOLICITATIONS OF QUOTES, EXHIBIT "A" GENERAL CONDITIONS AND QUOTE FORM, ANY ADDENDUM(S) TO EXHIBIT A, EXHIBIT "B" SPECIAL CONDITIONS, INCLUDING ANY SPREADSHEET(S) AND MAP(S), MINORITY BUSINESS FORMS, EXHIBIT "C" ATTACHMENT SHEET FOR AND QUOTE BOND, EXHIBIT "D" NOTICE OF AWARD AND ACCEPTANCE OF NOTICE, EXHIBIT "E" ATTACHMENT SHEET FOR AND CERTIFICATE OF INSURANCE, EXHIBIT "F" ATTACHMENT SHEET FOR AND PERFORMANCE and PAYMENT BONDS, EXHIBIT "G" ATTACHMENT SHEET AND FINANCE PROVIDED FORMS, EXHIBIT "H" NOTICE TO PROCEED, ANY WRITTEN CHANGE ORDERS, DIRECTIVES TO THE CONTRACTOR BY THE DIRECTOR AND INSPECTION REPORTS, AND ANY WRITTEN PROPOSALS SUBMITTED BY THE CONTRACTOR TO THE DIRECTOR AND ACCEPTED AS PART OF THE CONTRACT BY THE DIRECTOR.

In case of conflict between an attachment and the text of this contract excluding the attachment, the text of this contract shall control. Any attachment that materially alters the standard terms contained herein must be reviewed by the City Attorney and approved by the City in writing.

**Sec. 12. Notice.** (a) All notices and other communications required or permitted by this contract shall be in writing and shall be given either by personal delivery, fax, or certified United States mail, return receipt requested, addressed as follows:

To the City:

J.K. Wilson, III PE  
Transportation Director  
City of Concord  
P.O. Box 308  
Concord, NC 28206  
Fax Number: (704) 795-0404

To the Contractor:

Albert Benschhoff, Esq.  
City Attorney  
PO Box 308  
Concord, NC 28026  
Fax Number: (704) 784-1791

(b) **Change of Address, Date Notice Deemed Given:** A change of address, fax number, or person to receive notice may be made by either party by notice given to the other party. Any notice or other communication under this contract shall be deemed given at the time of actual delivery, if it is personally delivered or sent by fax. If the notice or other communication is sent by US Mail, it shall be deemed given upon the third calendar day following the day on which such notice or other communication is deposited with the US Postal Service or upon actual delivery, whichever first occurs.

**Sec. 13. Indemnification.** To the maximum extent allowed by law, the Contractor shall defend, indemnify, and save harmless the City of Concord, its agents, officers, and employees, from and against all charges that arise in any manner from, in connection with, or out of this contract as a result of the acts or omissions of the Contractor or subcontractors or anyone directly or indirectly employed by any of them or anyone for whose acts any of them may be liable except for damage or injury caused solely by the negligence of the City its agents, officers, or employees. In performing its duties under this section, the Contractor shall at its sole expense defend the City of Concord, its agents, officers, and employees with legal counsel reasonably acceptable to City. As used in this subsection – “Charges” means claims, judgments, costs, damages, losses, demands, liabilities, duties, obligations, fines, penalties, royalties, settlements, expenses, interest, reasonable attorney’s fees, and amounts for alleged violations of sedimentation pollution, erosion control, pollution, or other environmental laws, regulations, ordinances, rules, or orders. Nothing in this section shall affect any warranties in favor of the City that are otherwise provided in or arise out of this contract. This section is in addition to and shall be construed separately from any other indemnification provisions that may be in this contract. This section shall remain in force despite termination of this contract (whether by expiration of the term or otherwise) and termination of the services of the Contract under this contract.

**Sec. 14. Corporate Status.** If the Contractor is dissolved or suspended and the Contractor does not notify the City of such dissolution within three (3) business days from date of dissolution or suspension, and/or the corporate status is not reinstated within thirty (30) days, this contract, at the sole option of the City, shall be declared null and void or the Contractor shall execute a new contract showing the Contractor’s correct legal entity.

**Sec. 15. Miscellaneous.**

(a) **Choice of Law and Forum.** This contract shall be deemed made in Cabarrus County, North Carolina. This contract shall be governed by and construed in accordance with the laws of North Carolina. The exclusive forum and venue for all actions arising out of this contract shall be the appropriate division of the North Carolina General Court of Justice, in Cabarrus County. Such actions shall neither be commenced in nor removed to federal court. This section shall not apply to subsequent actions to enforce a judgment entered in actions heard pursuant to this section.

(b) **Waiver.** No action or failure to act by the City shall constitute a waiver of any of its rights or remedies that arise out this contract, nor shall such action or failure to act constitute approval of or acquiescence in a breach thereunder, except as may be specifically agreed in writing.

(c) **Performance of Government Functions.** Nothing contained in this contract shall be deemed or construed so as to in any way estop, limit, or impair the City from exercising or performing any regulatory, policing, legislative, governmental, or other powers or functions.

(d) **Severability.** If any provision of this contract shall be unenforceable, the remainder of this contract shall be enforceable to the extent permitted by law.

(e) Assignment, Successors and Assigns. Without the City's written consent, the Contractor shall not assign (which includes to delegate) any of its rights (including the right to payment) or duties that arise out of this contract. Unless the City otherwise agrees in writing, the Contractor and all assigns shall be subject to all of the City's defenses and shall be liable for all of the Contractor's duties that arise out of this contract and all of the City's claims that arise out of this contract. Without granting the Contractor the right to assign, it is agreed that the duties of the Contractor that arise out of this contract shall be binding upon it and its heirs, personal representatives, successors, and assigns.

(f) Compliance with Law. In performing all of the Work, the Contractor shall comply with all applicable law.

(g) City Policy. THE CITY OPPOSES DISCRIMINATION ON THE BASIS OF RACE AND SEX AND URGES ALL OF ITS CONTRACTORS TO PROVIDE A FAIR OPPORTUNITY FOR MINORITIES AND WOMEN TO PARTICIPATE IN THEIR WORK FORCE AND AS SUBCONTRACTORS AND VENDORS UNDER CITY CONTRACTS.

(h) EEO Provisions. During the performance of this Contract the Contractor agrees as follows: (1) The Contractor shall not discriminate against any employee or applicant for employment because of race, color, religion, sex, national origin, political affiliation or belief, age, or handicap. The Contractor shall take affirmative action to insure that applicants are employed and that employees are treated equally during employment, without regard to race, color, religion, sex, national origin, political affiliation or belief, age, or handicap. The Contractor shall post in conspicuous places available to employees and applicants for employment, notices setting forth these EEO provisions. (2) The Contractor in all solicitations or advertisements for employees placed by or on behalf of the Contractor, state all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, national origin, political affiliation or belief, age, or handicap.

(i) No Third Party Right Created. This contract is intended for the benefit of the City and the Contractor and not any other person.

(j) Principles of Interpretation. In this contract, unless the context requires otherwise the singular includes the plural and the plural the singular. The pronouns "it" and "its" include the masculine and feminine. Reference to statutes or regulations include all statutory or regulatory provisions consolidating, amending, or replacing the statute or regulation. References to contracts and agreements shall be deemed to include all amendments to them. The word "person" includes natural persons, firms, companies associations, partnerships, trusts, corporations, governmental agencies and units, and any other legal entities.

(k) Modifications, Entire Agreement. A modification of this contract is not valid unless signed by both parties and otherwise in accordance with requirements of law. Further, a modification is not enforceable against the City unless the City Manager or other duly authorized official signs it for the City. This contract contains the entire agreement between the parties pertaining to the subject matter of this contract. With respect to that subject matter, there are no promises, agreements, conditions, inducements, warranties, or understandings, written or oral, expressed or implied, between the parties, other than as set forth or referenced in this contract.

**(The following section applies to construction contracts only if amount is over \$50,000)**

**Sec. 16. Bonding.** Both performance and payment bonds for the full amount of this Contract are required to be attached. Instead of bonds, you may submit a letter from your banker or stockbroker stating that cash, certified checks or government securities in the amount of this Contract will be submitted. The performance bond shall have a value equal to 100% of this Contract. This bond shall be conditioned upon faithful performance of the contract in accordance with the plans, specifications and conditions of the contract. The performance bond shall be solely for the protection of the City. The payment bond shall be in an amount equal to 100% of the Contract, and conditioned upon the prompt payment for all labor or materials for which a contractor or subcontractor is liable. The payment bond shall be solely for the protection of the persons furnishing materials or performance labor for which a contractor or subcontractor is liable.

**Sec. 17. Dispute Resolution.** It is understood and agreed that NCGS 143-128(f1-g) requires that disputes arising under an agreement for the erection, construction, alteration or repair of a building be subject to a dispute

resolution process specified by the City. The amount in controversy shall be at least \$15,000.00 before this dispute resolution procedure may be used. In compliance with this statutory provision, the City specifies this Section as the dispute resolution process to be used on this Project. It is further understood and agreed that this dispute resolution process is based on non-binding mediation and will only be effective to the extent that the Parties to any mediated dispute participate in the mediation in good faith. It is also understood and agreed that the City is under no obligation under any circumstance to secure or enforce the participation of any other Party in the mediation of any dispute subject to this Section and NCGS 143-128(f1-g).

**This Section 17 does not apply to:**

**(a) The purchase and erection of prefabricated or relocatable buildings or portions of such buildings, except that portion of the work that must be performed at the construction site; or**

**(b) The erection, construction alteration or repair of a building when the cost of such building is \$300,000 or less.**

17.1 Any dispute arising between or among the Parties listed in Section 17.3 that arises from an agreement to construct the Project, including without limitation a breach of such agreement, shall be subject to non-binding mediation administered by the American Arbitration Association under its Construction Industry Mediation Rules ("Rules"), except as otherwise expressly set forth in this Section. To the extent any provision of the Rules is inconsistent with the provisions of this Section, the provisions of this Section shall control. The mediation provided in this Section shall be used pursuant to this Agreement and NCGS 143-128(F1-g) and is in lieu of any dispute resolution process adopted by the North Carolina State Building Commission, which process shall not apply to this Project.

17.2 For purposes of this Section the following definitions shall apply:

a. *Agreement to construct the Project* means an agreement to construct the Project that is subject to the requirements of NCGS 143-128 and does not include any agreement related to the Project that is not subject to said statute.

b. *Construct or construction* refers to and includes the erection, construction, alteration or repair of the Project.

c. *Party or Parties* refers to the parties listed in Section 16.4.

d. *Project* means the building to be erected, constructed, altered or repaired pursuant to this Agreement.

17.3 The City and any Party contracting with the City or with any first-tier or lower-tier subcontractor for the construction of the Project agree to participate in good faith in any mediation of a dispute subject to this Section and NCGS 143-128(f1-g), including without limitation the following Parties (if any): architect(s), engineer(s), surveyor(s), construction manager, construction manager at risk, prime contractor(s), surety(ies), subcontractor(s), and supplier(s).

17.4 In order to facilitate compliance with NCGS 143-128(f1-g), the Contractor and all other Parties shall include this Section in every agreement to which it (any of them) is a Party for the construction of the Project without variation or exception. Failure to do so will constitute a breach of this Agreement, and the Contractor or other Party failing to include this Section in any agreement required by this Section shall indemnify and hold harmless the remaining Parties from and against any and all claims, including without limitation reasonable attorney fees and other costs of litigation, arising in any manner from such breach. Notwithstanding the foregoing provisions of this Section, it is expressly understood and agreed that the Parties are intended to be and shall be third-party beneficiaries of the provisions of this Section and can enforce the provisions hereof.

17.5 The following disputes are not subject to mediation: (i) a dispute seeking a non-monetary recovery; and (ii) a dispute seeking a monetary recovery of \$15,000 or less.

17.6 A dispute seeking the extension of any time limit set forth in an agreement to construct the Project shall be subject to mediation pursuant to this Section and NCGS 143-128(f1-g), but only if the damages which would be suffered by the Party seeking the extension would exceed \$15,000 if the disputed extension is denied. To the extent that liquidated damages are set forth in such agreement as the measurement of damages for failure by such Party to meet such time limit, such liquidated damages shall be the exclusive standard for determining the amount of damages associated with such dispute.

17.7 For purposes of this Section, a dispute is limited to the recovery of monetary damages from the same transaction or occurrence against a single Party or two or more Parties alleged to be liable jointly, severally or in the alternative. Two or more disputes may not be consolidated or otherwise combined without the consent of all Parties to such disputes.

17.8 In addition to such matters as are required by the Rules, a request for mediation shall include the amount of the monetary relief requested.

17.9 Prior to requesting mediation, a Party must form a good faith belief that it is entitled under applicable law to recover the monetary amount to be included in the request from one or more of the remaining Parties. Such belief must be based on a reasonable and prudent investigation into the dispute that is the subject of the request. The request for mediation must be based on such investigation and may not include any amount or the name of any remaining Party, unless supported by such investigation and good faith belief by the Party requesting the mediation.

17.10 If a Party breaches any provision of Section 17.9, it shall indemnify and hold harmless all other Parties from any costs, including reasonable attorney fees and other costs of litigation, and damages incurred by such other Parties that arise from such breach.

17.11 All expenses incurred by a Party to a dispute in preparing and presenting any claim or defense at the mediation shall be paid by the Party. Such expenses include without limitation preparation and production of witnesses and exhibits and attorney fees. All other expenses of the mediation, including filing fees and required traveling and other expenses of the mediator, shall be borne as follows: one half by the Party requesting the mediation, with the remaining parties paying equal shares of the remaining expenses and costs; provided that, if the City is named as a party to the mediation, the City shall pay at least one-third of the mediation expenses and costs divided among the Parties. If more than one Party to a dispute requests a mediation, the mediation expenses and costs to be divided among the Parties shall be borne equally by the Parties to the dispute; provided that, if the City is named as a Party to the mediation, the City shall pay at least one-third of the mediation expenses and costs divided among the Parties.

17.12 The mediation shall be held at a location agreeable to the mediator and all of the Parties; provided that, if no agreement can be reached, the mediation will be held at such location in Cabarrus County as the mediator shall determine.

17.13 The provisions of this Section are subject to any other provision of this Agreement concerning the submission, documentation and/or proof of any claim or dispute. Such other provisions shall apply in full force and shall be satisfied as a condition precedent to mediation pursuant to this Section.

17.14 The Parties understand and agree that mediation in accordance with this Section shall be a condition precedent to institution of any legal or equitable proceeding seeking monetary recovery based on any dispute that is subject to mediation pursuant to this Section.

**Sec. 18. Breach.** In the event of a violation of any material term of this Agreement, the non-violating party may terminate the Agreement upon written notice. Such notice shall state the violation with specificity and shall

give ten (10) days to cure the violation. The cure period shall be measured as ten (10) days from the date of receipt of notice by the violating party, or, if the date is not known, then thirteen (13) days from the date the notice is placed in the United States Post. If the violation remains uncorrected at the end of the cure period, the Agreement shall be terminated without any further action by the non-violating party. Any remaining disputes shall be subject to the dispute resolution procedure set forth above, if applicable.

IN WITNESS WHEREOF, the City of Concord and the Contractor have caused this contract to be executed under seal by their respective duly authorized agents or officers.

**CITY OF CONCORD:**

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

ATTEST BY:

\_\_\_\_\_  
City Clerk  
SEAL

APPROVED AS TO FORM:

\_\_\_\_\_  
Attorney for the City of Concord

\_\_\_\_\_  
(Typed or Printed Legal Name of Contractor)

By: \_\_\_\_\_  
Signature of President/Vice President/Manager/Partner

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

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

ATTEST:

BY: \_\_\_\_\_  
Signature of Vice President, Secretary, or other officer

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

Title \_\_\_\_\_

SEAL

**APPROVAL BY CITY FINANCE OFFICER**

This instrument has been pre-audited in the manner required by the Local Government Budget and Fiscal Control Act.

\_\_\_\_\_  
Signature