

**LINKING AGREEMENT  
FOR PIGGYBACK PURCHASE  
BETWEEN  
THE TOWN OF PARADISE VALLEY  
AND  
CORE CONSTRUCTION, INC.**

This Linking Agreement for Piggyback Purchase (hereinafter “**Contract**”) is made and entered into on this \_\_\_\_ day of June, 2019 (“Effective Date”), by and between the Town of Paradise Valley, an Arizona municipal corporation, hereinafter designated as the “**Town**” and CORE Construction, Inc. an Arizona corporation (hereinafter “**Contractor**”).

**RECITALS**

- A. On May 1, 2019, the City of Peoria, Arizona entered into a contract with Contractor for building construction, as more fully described in the Job Order Contract for General Building Construction, P19-0034 (“**Cooperative Purchasing Agreement**”), which is attached hereto as **Exhibit A** and incorporated herein. The Cooperative Purchasing Agreement permits its piggyback use by other governmental agencies including the Town; and
  
- B. Pursuant to A.R.S. § 41-2631 et seq. and Town of Paradise Valley Resolution Nos. 1205 and 1207, the Town has authority to utilize cooperative purchasing contracts of the Federal government and State of Arizona public agencies and public procurement units, including Mohave Educational Services Cooperative, Inc., and engage contractors under the terms thereof.
  
- C. The Town desires to contract with Contractor for supplies or services identical or nearly identical to the supplies or services Contractor is providing other units of government under the Cooperative Purchasing Agreement as the basis of this Contract, and Contractor desires to enter into this Contract to provide the supplies and services set forth in this Contract.

**AGREEMENT**

CONTRACTOR AND THE TOWN, IN CONSIDERATION OF THE FOREGOING RECITALS, WHICH ARE INCORPORATED HEREIN BY REFERENCE, AND FOR THE CONSIDERATION HEREINAFTER SET FORTH, PROMISE, COVENANT AND AGREE AS FOLLOWS:

- 1. Scope of Work; Terms, Conditions, and Specifications.

- 1.1. Contractor shall provide Town the supplies and/or services, generally described as general construction for the remodel of the Paradise Valley Town Hall building, as more particularly identified in the Job Order Cost Proposal dated May 19, 2019 (“Scope of Work”) attached hereto as **Exhibit B** and incorporated herein by this reference.
- 1.2. Contractor agrees to comply with all the terms, conditions and specifications of the Cooperative Purchasing Agreement. Such terms, conditions and specifications are specifically incorporated into and are an enforceable part of this Contract. As used in this Contract, all references to “Owner” or the City of Peoria in the Cooperative Purchasing Agreement shall mean the Town of Paradise Valley, Arizona. To the extent there is any conflict between **Exhibit B** and the Cooperative Purchasing Agreement, the Cooperative Purchasing Agreement takes precedence.
- 1.3. Contractor shall comply with all specific requirements and/or options of the Town, as specified in **Exhibit C** attached hereto and incorporated herein by reference.
2. Payment. Payment to the Contractor for the services, materials and/or equipment provided, shall be made in accordance with the price list and terms set forth in the Cooperative Purchasing Contract and shall not exceed \$574,075 as provided in **Exhibit B**.
3. Contract Term and Renewal. This Contract shall be effective as of the date set forth above and shall remain in full force and effect until December 31, 2019 or until all work under this Contract is completed and satisfactory to the Town, whichever is earlier, unless terminated as otherwise provided in this Contract. Upon Contractor’s written request, the term of this Contract may be extended up to an additional six (6) months with the written approval of the Town.
4. Certificates of Insurance. All insurance provisions of the Cooperative Purchasing Contract shall apply, including without limitation, the requirement to name the Town as an additional insured. Prior to commencing work under this Contract, Contractor shall furnish the Town with Certificate(s) of Insurance issued by the Contractor’s insurer(s) as evidence that policies providing the required coverages, conditions and limits required by this Contract are in full force and effect.
5. No Boycott of Israel. Contractor agrees that it is not currently engaged in, and for the duration of the Contract will not engage in, a boycott of Israel, as that term is defined in A.R.S. § 35-393.
6. Cancellation for Conflict of Interest. This Contract may be cancelled pursuant to A.R.S. § 38-511.

IN WITNESS WHEREOF, the parties have hereunto subscribed their names.

**TOWN OF PARADISE VALLEY,**  
an Arizona municipal corporation

**CORE CONSTRUCTION, INC.,**  
an Arizona corporation

By: \_\_\_\_\_  
Jill B. Keimach  
Town Manager

By: \_\_\_\_\_  
Name: Emerson Ward  
Its: Project Director

ATTEST:

APPROVED AS TO FORM:

\_\_\_\_\_  
Duncan Miller  
Town Clerk

\_\_\_\_\_  
Andrew Miller  
Town Attorney

**LINKING AGREEMENT  
FOR PIGGYBACK PURCHASE  
BETWEEN  
THE TOWN OF PARADISE VALLEY  
AND  
CORE CONSTRUCTION, INC.**

**EXHIBIT A  
COOPERATIVE PURCHASING CONTRACT**

(See attached: City of Peoria Job Order Contract for General Building Construction, P19-0034)



# City of Peoria, Arizona Job Order Contract



Statement of Qualifications No: P19-0034A

Description of Work: JOC for General Building Construction

Location: City of Peoria, Materials Management  
Mailing Address: 9875 N. 85<sup>th</sup> Ave., 2<sup>nd</sup> Fl., Peoria, AZ 85345

Contact: Terry Andersen  
Phone: (623) 773-7115

### OFFER

ROC069786, ROC110343  
Contractor's License Number

**CORE Construction, Inc.**  
Job Order Contractor Name



Authorized Signature for Offer

3036 East Greenway Road  
Address

**Todd Steffen**  
Printed Name

Phoenix AZ 85032  
City State Zip Code

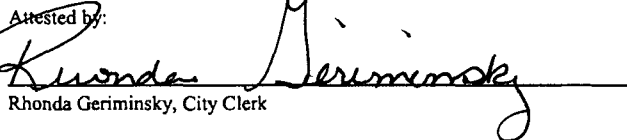
**President**  
Title

602-494-0800 602-494-9481  
Telephone Fax

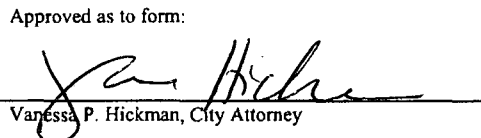
steffen.todd@coreconstruction.com  
E-mail

### ACCEPTANCE OF OFFER AND CONTRACT AWARD (For City of Peoria Use Only)

Your offer is hereby accepted. The Contractor is now bound to sell the construction services listed by the attached award notice based upon the solicitation, including all terms conditions, specifications, amendments, etc., of the contract and the Contractor's offer as accepted by the City. The Contractor is hereby cautioned not to commence any billable work or provide any material, service or construction under this contract until Contractor receives an executed Notice to Proceed and Purchase Order.

Attested by:  
  
Rhonda Geriminsky, City Clerk

City of Peoria, Arizona  
Eff. Date: 5-22-19

Approved as to form:  
  
Vanessa P. Hickman, City Attorney



City Seal  
Copyright 2003 City of Peoria, Arizona

ACON21219

Contract Number

Awarded on 5-21-19

  
Dan Zenko, Materials Manager

Official File



**City of Peoria**

**FINANCE DEPARTMENT  
MATERIALS MANAGEMENT**

9875 North 85th Avenue  
Peoria, Arizona 85345

**MAIL** 8401 West Monroe Street

**T** 623.773.7115

**F** 623.773.7118

[materialsmanagement@peoriaaz.gov](mailto:materialsmanagement@peoriaaz.gov)

May 28, 2019

CORE Construction  
Todd Steffen, President  
3036 East Greenway Road  
Phoenix, Arizona 85032

RE: P19-0034A, JOC for General Building Construction

Dear Todd,

Congratulations, your firm has successfully met the requirements for the solicitation referenced above. Enclosed is your copy of the contract number ACON21219, effective May 22, 2019 to May 21, 2020 with 4 optional extension years.

As per Contract Special Terms and Conditions a valid Certificate of Insurance, including endorsements, (naming the City as additional insured and identifying the bid or contract serial number), Performance and Payment Bonds (if applicable), must be received by our office within 10 days.

Peoria City Code requires that any person or firm conducting business in Peoria shall first obtain a license. This requirement includes businesses within the corporate limits of Peoria or outside the corporate limits, which conduct business or perform services within Peoria. You can apply for a license online via <http://www.peoriaaz.gov/salestax>. For more information, please contact the Customer Service Division at (623) 773-7160.

Upon completion of award, the procurement file is subject to the Arizona public records law and is available for examination or furnished copies. For examination, contact Materials Management at (623) 773-7115 during normal business hours (Monday through Thursday, except Holidays, 7 a.m. to 6 p.m.) to make an appointment or copies may be obtained by contacting the City Clerk's Office at (623) 773-7340 or [PublicRecords@peoriaaz.gov](mailto:PublicRecords@peoriaaz.gov) to make a public records request.

If you have any questions regarding the contract, please contact the Materials Management Division at (623) 773-7115. Thank you for your interest in doing business with the City of Peoria.

Sincerely,

A handwritten signature in cursive script that reads "Terry Andersen".

Terry Andersen, CPPB  
Contract Officer

*Enclosure*

**JOB ORDER CONTRACT**



**P19-0034**

**JOC for General Building Construction**

**CONTRACT FOR CONSTRUCTION**

**JOB ORDER CONTRACT AGREEMENT  
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Attachment B	SIQ & Contractor's Response
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Attachment D	Contractor's Contacts & Authorized Signature Form



## **JOB ORDER CONTRACTING CONTRACT**

THIS CONTRACT is entered into and made effective on the 1st day of May, 2019 by and between the City of Peoria, Arizona, an Arizona charter municipality (the "Owner"), and CORE Construction, Inc., (the "Job Order Contractor"). The parties agree as follows:

### **1. DEFINITIONS.**

**1.1. Owner.** Owner means Owner's senior manager, Contracting Officer or a duly authorized representative which means any person specifically authorized to act for Owner by executing the Contract and any modification thereto. Owner's duties include administration of the Contract, including the negotiation of change orders and modifications and assessing Job Order Contractor's technical performance and progress; inspecting and periodically reporting on such performance and progress during the stated period of performance, and finally certifying as to the acceptance of the Work in its entirety or any portion thereof, as required by the Contract documents.

**1.2. Job Order Contractor.** Job Order Contractor means Job Order Contractor's senior manager or its duly authorized representative or any person specifically authorized to act for Job Order Contractor by executing the Contract, and any modifications thereto. Job Order Contractor's duties include administration of the Contract and performance of the Work.

**1.3. Contract.** Contract means this agreement including its attachments and any Job Orders that may be issued.

**1.4. Subcontract.** Subcontract means any Contract including purchase orders (other than one involving an employer-employee relationship) entered into by Job Order Contractor calling for equipment, supplies or services required for Contract performance, including any modifications thereto.

**1.5. Job Order.** Job Order means a specific written agreement between the Owner and the Job Order Contractor for Work to be performed under this Contract for an individual, mutually agreed upon scope of work, schedule and price.

**1.6. Work.** Work means in response to Job Orders that may be mutually agreed upon and issued periodically by Owner, Job Order Contractor shall, except as may be specified elsewhere in the Contract, furnish all necessary labor, materials, tools, supplies, equipment, transportation, supervision, management, and perform all operations necessary and required for survey, design, and construction work which will be defined and further described as to specific project requirements in each Job Order. The Work shall be performed in accordance with the requirements set forth in each Job Order and as further specified in *Attachment "A"* (JOC General Scope of Services), *Attachment "B"* (SIQ & Contractor's Response), *Attachment "C"* (JOC Cost Proposal Forms), and in *Attachment "D"* (Contractor's Contacts), all of which are incorporated herein and made a part hereof.

**1.7. Punch List Preparation.** A minimum of thirty (30) days prior to Final Completion the Job Order Contractor, in conjunction with the Owner, shall prepare a comprehensive list of Punch list items, which the Owner may edit and supplement. The Job Order Contractor shall proceed promptly to complete and correct Punch list items. Failure to include an item on the Punch list does not alter the responsibility of the Job Order Contractor to complete all Work in accordance with the Contract Documents. Warranties required by the Contract Documents shall not commence until the date of Final Completion unless otherwise provided in the Contract Documents.

**1.8. Final Completion.** Final Completion of the Work shall be deemed to have occurred on the later of the dates that the Work passes a Final Completion inspection and acceptance by the Owner. Final Completion shall not be deemed to have occurred and no final payment shall be due the Job Order Contractor or any of its subcontractors or suppliers until the Work has passed the Final Completion inspection and acceptance and all required Final Completion close-out documentation items has been produced to the Owner by the Job Order Contractor.

### **1.9. Reference Standards**

**1.9.1.** The "Uniform Standard Specifications for Public Works Construction" and the "Uniform Standard Details for Public Works Construction" which are sponsored and distributed by the Maricopa Association of

Governments (MAG), and which are hereinafter referred to as the “MAG Specifications”, are hereby adopted as part of these contract documents.

**1.9.2.** July 15, 1997 by Section 23-50a of Ordinance 97-38, the City of Peoria adopted the “Uniform Standard Details for Public Works Construction from the Maricopa County Association of Governments by reference with certain exceptions.

**1.9.3.** A copy of these documents is kept on file at the Office of the City Clerk at the City of Peoria.

## **2. CONTRACT TERM**

**2.1. Contract Term.** The term of the Contract shall commence on the date it was executed by both parties and shall continue for a period of one (1) year thereafter in accordance with the terms and conditions of this Contract. By mutual written Contract Amendment, any resultant contract may be extended for supplemental periods of up to a maximum of forty-eight (48) months. Job Orders may be issued at any time during the term of this Contract. This Contract will remain in full force and effect during the performance of any Job Order.

**2.2. Job Order.** In response to Job Orders that may be mutually agreed upon and issued periodically by Owner, Job Order Contractor shall perform the Work, except as may be specified elsewhere in the Contract, which will be defined and further described as to specific project requirements in each Job Order. The Work shall be performed in accordance with the requirements set forth in each Job Order and as further specified in *Attachment "A"* (JOC General Scope of Services), *Attachment "B"* (SIQ & Contractor’s Response), *Attachment "C"* (JOC Cost Proposal Forms), and in *Attachment "D"* (Contractor’s Contacts), all of which are incorporated herein and made a part hereof.

**2.3. Mutual Agreement.** This Contract embodies the agreement of Owner and Job Order Contractor to terms and conditions which will govern any Work that may be prescribed under a Job Order that may be issued by Owner and agreed to by Job Order Contractor. Nothing herein shall be construed as requiring Owner to issue any Job Order, nor requiring Job Order Contractor to accept any Job Order, it being the intent that both parties must mutually agree to any specific Work before a Job Order may be issued.

**2.4. Cooperative Purchasing:** This contract shall be for the use of the City of Peoria. In addition, specific eligible political subdivisions and nonprofit educational or public health institutions may also participate at their discretion. In order to participate in any the contract, a political subdivision or nonprofit educational or public health institution must have been invited to participate in this specific solicitation and the contractor must be in agreement with the cooperative transaction. In addition to cooperative purchasing, any eligible agency may elect to participate (piggyback) on the contract; the specific eligible political subdivision, nonprofit educational or public health institution and the contractor must be in agreement. Any orders placed to the contractor will be placed by the specific agencies participating in this purchase. Payment for purchases made under this agreement will be the sole responsibility of each participating agency. The City shall not be responsible for any disputes arising out of transactions made by others.

## **3. PERFORMANCE OF THE WORK**

**3.1. Job Order Agreement.** Performance of the Work shall be undertaken only upon the issuance of written Job Orders by Owner. Job Orders shall be in accordance with the requirements specified in *Attachment "A"* (JOC General Scope of Services), and shall set forth, with the necessary particularity, the following:

- 3.1.1.** Contract number along with Job Order Contractor's name;
- 3.1.2.** Job Order number and date;
- 3.1.3.** The agreed Work and applicable technical specifications and drawings;
- 3.1.4.** The agreed period of performance and, if required by Owner, a work schedule;
- 3.1.5.** The place of performance;
- 3.1.6.** The agreed total price for the Work to be performed;

3.1.7. Submittal requirements;

3.1.8. Owner’s authorized representative who will accept the completed Work;

3.1.9. Signatures by the parties hereto signifying agreement with the specific terms of the Job Order;  
and

3.1.10. Such other information as may be necessary to perform the Work.

**3.2. Job Order Contractor Duties and Obligations.**

**3.2.1. Permits & Responsibilities.** Job Order Contractor shall be responsible for processing of drawings, for approval by appropriate oversight bodies; for obtaining any necessary licenses and permits; and for complying with any Federal, State and municipal laws, codes, and regulations applicable to the performance of the Work. Owner will reimburse Job Order Contractor for the actual, documented costs of construction permits required for the performance of the Work. Job Order Contractor shall also be responsible for all damages to persons or property that occur as a result of Job Order Contractor’s fault or negligence, and shall take proper safety and health precautions to protect the Work, the workers, the public, and the property of others. Job Order Contractor shall also be responsible for all materials delivered and work performed until completion and acceptance of the entire Work, except for any completed unit of Work which may have been accepted under the Contract.

**3.2.2. Self-Performance By The Job-Order-Contractor.** The JOC shall be allowed to bid as a subcontractor for work over \$50,000 and, if it is the lowest acceptable bidder. Any change orders for self-performed work shall require pre-approval by the owner.

**3.2.3. Outdoor Construction Restrictions.** Peoria Ordinance No. 98-11 restricts outdoor construction as listed in the following table:

	<b>Construction Type</b>	<b>April 2 – September 29</b>	<b>September 30 – April 1</b>
<b>A</b>	Concrete Work	5:00 a.m. to 7:00 p.m.	6:00 a.m. to 7:00 p.m.
<b>B</b>	Other Construction (within 500 feet of residential area)	6:00 a.m. to 7:00 p.m.	7:00 a.m. to 7:00 p.m.
<b>C</b>	Construction Work (more than 500 feet of residential area)	5:00 a.m. to 7:00 p.m.	5:00 a.m. to 7:00 p.m.

3.2.3.1. No interference with the traffic flow on arterial streets shall be permitted during the hours of 6:00 a.m. to 8:30 a.m. or from 4:00 p.m. to 7:00 p.m. unless prior authorization is obtained in writing by the City of Peoria Traffic Engineer or their assignee. Specific work hours may be stipulated by the City of Peoria on the project barricade plan.

3.2.3.2. During off peak hours, the minimum number of lanes shall be two lanes (one in each direction) on streets with four lanes or less and four lanes (two in each direction) on streets with five or more lanes.

3.2.3.3. Night work must have prior authorization from the City. In addition, certain areas of the City may have seasonal or special event restrictions for construction work as designated by the City on a case by case basis.

**3.2.4. Jobsite Superintendent.** During performance of a Job Order and until the Work is completed and accepted, Job Order Contractor shall directly superintend the Work or assign a competent superintendent who will supervise the performance of Work and is satisfactory to Owner and has authority to act for Job Order Contractor.

3.2.4.1. Job Order Contractor will ensure that the site supervisor for the project is English proficient and that there is at least one English proficient person at the construction site at all times work is being performed in order to communicate with the City’s project manager.

**3.2.5. Construction Layout.** Job Order Contractor shall lay out its work in accordance with the Contract plans and specifications and shall be responsible for all measurements in connection with the layout of the Work.

Job Order Contractor shall furnish, at its own expense, all stakes, templates, platforms, equipment, tools, materials, and labor required to layout any part of the Work. Job Order Contractor shall also be responsible for maintaining and preserving all control points established by Owner.

**3.2.6. Survey Control Points.** Existing survey markers (either brass caps or iron pipes) shall be protected by the Contractor or removed and replaced under direct supervision of the City Engineer or his authorized representatives. Survey monuments shall be constructed to the requirements of MAG Specifications, Section 405, and Standard Details. Lot corners shall not be disturbed without knowledge and consent of the property owner. The Contractor shall replace benchmarks, monuments, or lot corners moved or destroyed during construction at no expense to the Owner. Contractor and his sureties shall be liable for correct replacement of disturbed survey benchmarks except where the Owner elects to replace survey benchmarks using his own forces.

**3.2.7. Traffic Regulations.** All traffic affected by this construction shall be regulated in accordance with the City of Phoenix – Traffic Barricade manual, latest edition, and the City of Phoenix in the Traffic Barricade Manual shall be referred to as the City of Peoria City Engineer for interpretation.

At the time of the pre-construction conference, the Contractor shall designate an employee who is well qualified and experienced in construction traffic control and safety to be responsible for implementing, monitoring and altering traffic control measure, as necessary. At the same time the City will designate a representative who will be responsible to see that all traffic control and any alterations are implemented and monitored to the extent that traffic is carried throughout the work area in an effective manner and that manner and that motorists, pedestrians, bicyclists and workers are protected from hazard and accidents.

3.2.7.1. The following shall be considered major streets: All major Parkway, mile (section line), arterial and collector (mid-section line and quarter section line) streets so classified by the City of Peoria.

3.2.7.2. All traffic control devices required for this project shall be the responsibility of the Contractor. The Contractor shall place advance warnings; **REDUCE SPEED, LOOSE GRAVEL, 25 MPH SPEED LIMIT** and **DO NOT PASS** signs in accordance with the Traffic Barricade Manual.

3.2.7.3. The Contractor shall provide, erect and maintain all necessary flashing arrow boards, barricades, suitable and sufficient warning lights signals and signs, and shall take all necessary precautions for the protection of the work and safety of the public. The Contractor shall provide, erect and maintain acceptable and adequate detour signs at all closures and along detour routes.

3.2.7.4. All barricades and obstructions shall be illuminated at night, and all safety lights shall be kept burning from sunset until sunrise. All barricades and signs used by the Contractor shall conform to the standard design, generally accepted for such purposes.

3.2.7.5. The Contractor shall insure that all existing traffic signs are erect, clean and in full view of the intended traffic at all times. Street name signs at major street intersections shall be maintained erect at all times. If these signs should interfere with construction, the Contractor shall notify the Inspector at least forty eight (48) hours in advance for City personnel to temporarily relocate said signs. The City Engineer will re-set all traffic and street name signs to permanent locations when notified by the Engineer that construction is complete unless otherwise stated in the specifications. Payment for this item shall be made at the agreed upon contract allowance price for **TRAFFIC CONTROL**.

3.2.7.6. The Police Department shall determine if construction activities or traffic hazards at the construction project *require* the use of Police Assistants or AZ Post Certified Peace Officers, alternatively, *if the Police Department determines that* flagmen are *sufficient*, it shall be the Contractor's responsibility to provide adequate personnel including flagmen to direct traffic safely. All City of Peoria projects shall use only City of Peoria Police Assistants or City of Peoria AZ Post Certified Officers, unless the Police Chief or their designee has determined that no such assistants or officers are available. Arrangements for Police Assistant or Police Officer services should be made with the liaison officer at the Peoria Police Department via email at [offduty@peoriaaz.gov](mailto:offduty@peoriaaz.gov).

3.2.7.7. Manual traffic control shall be in conformity with the Traffic Barricade Manual. A traffic control plan shall be submitted to the Peoria Police Department indicating whether a need for traffic control exists during

the project. The traffic control plan shall be submitted electronically and the liaison officer shall be contacted at the Peoria Police Department via email at [offduty@peoriaaz.gov](mailto:offduty@peoriaaz.gov).

3.2.7.8. When traffic hazards at construction sites warrant the use of certified police personnel to direct traffic, arrangement should be made with the liaison officer at the Peoria Police Department via email at [offduty@peoriaaz.gov](mailto:offduty@peoriaaz.gov).

3.2.7.9. The assembly and turnarounds of the Contractor's equipment shall be accomplished using adjacent local streets when possible.

3.2.7.10. Equipment used and/or directed by the Contractor shall travel with traffic at all times. Supply trucks shall travel with traffic except when being spotted. Provide a flagman or officer to assist with this operation.

3.2.7.11. During construction, it may be necessary to alter traffic control. Alterations shall be in accordance with the Traffic Barricade Manual.

3.2.7.12. No street within this project may be closed to through traffic or to local emergency traffic without prior written approval of the City Engineer of the City of Peoria. Written approval may be given if sufficient time exists to allow for notification of the public at least two (2) days in advance of such closing. Partial closure of streets within the project shall be done in strict conformity with written directions to be obtained from the City Engineer.

3.2.7.13. Caution should be used when excavating near intersections with traffic signal underground cable. Notify the City Engineer twenty four (24) hours in advance of any work at such intersections. The Contractor shall install and maintain temporary overhead traffic signal cable as specified by the City Engineer when underground conduit is to be severed by excavations at intersections. The Contractor shall provide an off-duty uniformed police officer to direct traffic while the traffic signal is turned off and the wiring is transferred. All damaged or modified traffic signal overhead and underground items shall be repaired and restored to the City Engineer's satisfaction. Magnetic detector loops shall under no circumstances be spliced.

3.2.7.14. The Contractor shall address how local access to adjacent properties will be handled in accordance with the specification herein.

3.2.7.15. Where crossings of existing pavements occur, no open trenches shall be permitted overnight, but plating may be permitted if conditions allow as determined by the City Engineer or his authorized representative. If plates cannot be used, crossings shall be back-filled or the Contractor shall provide a detour.

**3.2.8. Operations & Storage.** Job Order Contractor shall confine all operations (including storage of materials) to areas authorized or approved by Owner.

**3.2.9. Cleaning Up & Refuse Disposal.** Job Order Contractor shall at all times keep the site, including storage areas, free from accumulations of waste materials. Before completing the Work, Job Order Contractor shall remove from the premises any rubbish, tools, scaffolding, equipment, and materials that are not the property of Owner. Upon completing the Work, Job Order Contractor shall leave the site in a clean and orderly condition satisfactory to Owner.

3.2.9.1. Final cleanup of the premises shall be included in the period of performance of the Job Order.

3.2.9.2. Job Order Contractor shall be responsible for all construction refuse disposal containers and their removal from the site.

3.2.9.3. Disposal of any hazardous materials not addressed and priced in the Job Order will be segregated for disposal by Owner unless Owner requires Job Order Contractor to dispose of the materials in which case, an equitable adjustment in the price will be negotiated and agreed.

3.2.9.4. The Contractor and/or subcontractor shall be required to use the City of Peoria Solid Waste Division's services for commercial collection of Solid Waste. This requirement is not intended to preclude other methods or means for hauling debris or excess material from the project site such as trucking large volumes of material, including soil, building demolition, or hazardous and special wastes. The intent is to use City of Peoria Solid Waste service where standard waste disposal is needed. Specifically, all roll-off and front-load containers used

on a City of Peoria construction site shall be contracted for through the City of Peoria Solid Waste Division at the prevailing rate. It is the contractor's responsibility to contact and make all necessary arrangements with the City of Peoria Solid Waste Division for these services. Any and all charges for these services are the responsibility of the contractor. The City Solid Waste Division may, at its option, decline to provide service for business reasons at any time during the contract. Any exceptions to this requirement will be at the sole discretion of the City Solid Waste Division. Please contact the Solid Waste Customer Service Representatives at 623-773-7160.

**3.2.10. Existing Improvements and Utilities.** Job Order Contractor shall protect from damage all existing improvements and utilities at or near the site and on adjacent property of third parties, the locations of which are made known to or should be known by Job Order Contractor. Job Order Contractor shall repair any damage to those facilities, including those that are the property of third parties, resulting from failure to comply with the requirements of the Job Order or failure to exercise reasonable care in performing the Work. If Job Order Contractor fails or refuses to repair the damage promptly, Owner may have the necessary repair work performed and charge the cost to Job Order Contractor.

**3.2.11. Safety.** Job Order Contractor shall be responsible for compliance with all safety rules and regulations of the Federal Occupational Safety and Health Act of 1970 (OSHA), all applicable state and local laws, ordinances, and regulations during the performance of the Work. Job Order Contractor shall indemnify Owner for fines, penalties, and corrective measures that result from the acts of commission or omission of Job Order Contractor, its subcontractors, if any, agents, employees, and assigns and its failure to comply with such safety rules and regulations.

3.2.11.1. **Job Order Contractor Safety Compliance.** Job Order Contractor shall furnish and enforce the use of individual protective equipment as needed to complete the Work, including hard hats, rain gear, protective foot wear, protective clothing and gloves, eye protection, ear protection, respirators, safety belts, safety harnesses, safety lifelines and lanyards, and high visibility reflective safety vests.

3.2.11.2. **Job Order Contractor Provided Warnings.** Job Order Contractor shall provide warning signs, barricades and verbal warnings as required.

3.2.11.3. **Emergency Procedures.** Job Order Contractor shall inform its employees of emergency procedures to be adhered to in case of a fire, medical emergency, or any other life-threatening situations.

3.2.11.4. **Accident Notification.** Job Order Contractor shall promptly notify Owner of any recordable accident involving personnel or damage to material and equipment. Copies of any injury reports or accident investigation reports shall be provided to the Owner.

3.2.11.5. **Jobsite Safety Documents.** Job Order Contractor shall maintain a set of OSHA articles and Material Safety Data Sheets (MSDS) at the jobsite office as they apply to the Work being performed. Copies shall be provided to Owner when requested.

3.2.11.6. **Job Order Contractor's Safety Program.** Job Order Contractor shall submit to Owner a copy of its safety policies and program procedures which establish the safety rules and regulations as they are to be applied to performance of the Work. These documents shall be submitted by Job Order Contractor within fourteen (14) calendar days after issuance of the initial Job Order and prior to the commencement of the Work.

3.2.11.7. **Job Order Contractor Safety Representative.** Job Order Contractor shall assign, during performance of the Work, a designated safety representative to develop and monitor the project safety program. The name, company address, and telephone number of the assigned individual shall be submitted to Owner by Job Order Contractor along with its safety policies and program procedures.

3.2.11.8. **Emergency Medical Treatment.** Job Order Contractor shall make available for its employees and those of its subcontractors, while they are performing Work on the site, emergency medical treatment either at the site or at a nearby medical facility.

3.2.11.9. **Owner's Right to Monitor.** Owner reserves the right to approve and monitor Job Order Contractor's safety policies and program procedures as applied during performance of the Work. Failure to comply

with safety policies and program procedures, once approved by Owner, shall be cause for the termination of the Job Order in accordance with § 14.

3.2.11.10. **First Aid Kit.** Job Order Contractor shall provide and maintain on the jobsite, at all times when Work is in progress, a completely stocked first aid kit which contains all standard emergency medical supplies.

3.2.11.11. **Fire Extinguisher.** Job Order Contractor shall provide and maintain on the jobsite, at all times when Work is in progress, a fully charged fire extinguisher appropriate for the potential fire hazard.

3.2.12. **Dissemination of Contract Information.** Job Order Contractor shall not publish, permit to be published, or distribute for public consumption, any information, oral or written, concerning this Contract, any Job Order or the Work performed under this Contract, without the prior consent of Owner.

3.2.13. **Shop Drawings.** Job Order Contractor's duties under this Contract include the preparation of shop drawings or sketches necessary to permit orderly construction of Owner's design plans. Job Order Contractor agrees to provide detailed design drawings and plans if requested by Owner.

3.2.14. **Jobsite Drawings and Specifications.** Job Order Contractor shall keep on the Work site a copy of the drawings and specifications and shall at all times give Owner access thereto.

### 3.3. **Owner Rights and Obligations.**

#### 3.3.1. **Suspension of Work.**

3.3.1.1. **Owner's Written Order.** Owner may order Job Order Contractor, in writing, to suspend, delay, or interrupt all or any part of the Work for a period of time that Owner determines reasonably appropriate.

3.3.1.2. **Work Delay or Suspension.** If the performance of all or any part of the Work is suspended, delayed, or interrupted by an act of Owner in the administration of a Job Order, or by Owner's failure to act within the time specified in the Job Order, an adjustment shall be made for any increase in the cost of performance of the Job Order necessarily caused by the suspension, delay, or interruption, and the Job Order will be modified in writing accordingly.

3.3.1.3. **Job Order Contractor Costs.** A claim under this Subparagraph 3.3.1 shall not be allowed for any costs incurred more than thirty (30) calendar days before Job Order Contractor shall have notified Owner in writing of the act or failure to act (but this requirement shall not apply as to a claim resulting from a suspension order), and unless the claim, in an amount stated, is asserted in writing as soon as practicable after the termination of such suspension, delay, or interruption, but not later than the date of final payment under the Job Order.

3.3.2. **Owner's Right to Possession.** Owner shall have the right to take possession of or use any completed or partially completed part of the Work. Before taking possession of or using any Work, Owner shall furnish Job Order Contractor a list of items of work remaining to be performed or corrected on those portions of the Work that Owner intends to take possession of or use. However, failure of Owner to list any item of Work shall not relieve Job Order Contractor of responsibility for complying with the terms of this Contract. Owner possession or use shall not be deemed an acceptance of any Work under this Contract.

3.3.2.1. **Owner's Possession or Use.** While Owner has such possession or use, Job Order Contractor shall be relieved of the responsibility for the loss of or damage to the Work resulting from Owner's possession or use, notwithstanding the terms of Subparagraph 3.2.1. If prior possession or use by Owner delays the progress of the Work or causes additional expense to Job Order Contractor, an equitable adjustment shall be made in the Job Order price or the period of performance, and the Job Order shall be modified in writing accordingly.

3.3.3. **Other Contracts.** Owner may undertake or award other Contracts for additional work at or near the site of Work under this Contract. Job Order Contractor shall fully cooperate with the other Job Order Contractors and with Owner's employees and shall carefully adapt scheduling and performing the Work under this Contract to accommodate the additional work, heeding any direction that may be provided by Owner. Job Order Contractor shall not commit or permit any act that will interfere with the performance of its Work by any other contractor or by Owner's employees.

**3.4. Job Order Amendment.** Job Orders may be amended by Owner in the same manner as they are issued.

**3.5. Job Order Value.** The maximum Job Order value is Three Million Dollars (\$3,000,000), except as provided by § 16.32.1.

#### **4. JOB ORDER DOCUMENTS**

**4.1. Specification and Drawings.** Anything mentioned in the specifications and not shown on the drawings, or shown on the drawings and not mentioned in the specifications, shall be of like effect as if shown or mentioned in both. In case of differences between drawings and specifications, the drawings shall govern. In case of discrepancy either in the figures, in the drawings, or in the specifications, the matter shall be promptly submitted to Owner, who shall promptly make a determination in writing. Any adjustment by Job Order Contractor without such a determination shall be at its own risk and expense. Owner shall furnish from time to time such detail drawings and other information as considered necessary, unless otherwise provided.

**4.1.1.** Wherever in the specifications or upon the drawings the words "directed," "required," "ordered," "designated," "prescribed," or words of like import are used, it shall be understood that the "direction," "requirement," "order," "designation," or "prescription," of Owner is intended and similarly the words "approved," "acceptable," "satisfactory," or words of like import shall mean "approved by," or "acceptable to," or "satisfactory to" Owner, unless otherwise expressly stated.

**4.1.2.** Where "as shown," "as indicated," "as detailed," or words of similar import are used, it shall be understood that the reference is made to the drawings accompanying the Contract unless stated otherwise. The word "provided" as used herein shall be understood to mean "provide complete in place," that is "furnished and installed."

**4.2. Shop Drawings.** Shop drawings include sketches, diagrams, layouts, schematics, descriptive literature, illustrations, schedules, performance and test data, and similar materials furnished by Job Order Contractor to explain in detail specific portions of the Work. Owner may duplicate, use, and disclose in any manner and for any purpose shop drawings delivered under the Contract. Shop drawings means drawings submitted to Owner by Job Order Contractor showing in detail:

**4.2.1.** The proposed fabrication and assembly of structural elements and,

**4.2.2.** The installation (i.e., form, fit and attachment details) of materials or equipment.

**4.2.3.** The construction and detailing of elements of the Work.

**4.3. Shop Drawing Coordination.** Job Order Contractor shall coordinate all shop drawings, and review them for accuracy, completeness, and compliance with Contract requirements and shall indicate its approval thereon as evidence of such coordination and review. Shop drawings submitted to Owner without evidence of Job Order Contractor's approval may be returned for resubmission. Owner will indicate its approval or disapproval of the shop drawings and if not approved as submitted shall indicate Owner's reasons therefore. Any work done before such approval shall be at Job Order Contractor's risk. Approval by Owner shall not relieve Job Order Contractor from responsibility for any errors or omissions in such drawings, nor from responsibility for complying with the requirements of the Contract, except with respect to variations described and approved in accordance with § 4.4 below.

**4.4. Shop Drawing Modifications.** If shop drawings show variations from the Job Order requirements, Job Order Contractor shall describe such variations in writing, separate from the drawings, at the time of submission. If Owner approves any such variation, Owner shall issue an appropriate Contract modification, except that, if the variation is minor and does not involve a change in price or in time of performance, a modification need not be issued.

**4.5. Shop Drawing Omissions.** Omissions from the drawings or specifications or the mis-description of details of work which are manifestly necessary to carry out the intent of the drawings and specifications, or which are customarily performed, shall not relieve Job Order Contractor from performing such omitted or mis-described details of the Work but they shall be performed as if fully and correctly set forth and described in the drawings and specifications.



**4.6. Owner Furnished Drawings.** Job Order Contractor shall check all Owner furnished drawings immediately upon receipt and shall promptly notify Owner of any discrepancies. Any errors or omissions in Owner furnished drawings are the responsibility of the Owner to rectify, including associated costs. Figures marked on drawings shall be followed in preference to scale measurements. Large scale drawings shall govern small scale drawings. Job Order Contractor shall compare all drawings and verify the figures before laying out the Work and will be responsible for any errors which might have been avoided thereby.

**4.7. Shop Drawing Submittal.** Job Order Contractor shall submit to Owner for approval an appropriate number of copies of all shop drawings as called for under the various headings of these specifications. Sets of all shop drawings will be retained by Owner and one set will be returned to Job Order Contractor with annotation of approval or rejection within one (1) week after submission, unless a longer review period is necessary by mutual agreement between Owner and Job Order Contractor.

**4.8. Use of Job Order Documents.** All drawings (to include as-built drawings), sketches, designs, design data, specifications, note books, technical and scientific data provided to Job Order Contractor or developed by Job Order Contractor pursuant to the Contract and all photographs, negatives, reports, findings, recommendations, data and memoranda of every description relating thereto, as well as all copies of the foregoing relating to the Work or any part thereof, shall be the property of Owner and may be used by Owner without any claim by Job Order Contractor for additional compensation, unless such material developed by Job Order Contractor does not result in an issued Job Order. In such cases, Job Order Contractor will receive reasonable reimbursement for the development of such materials before Owner uses them in any manner whatsoever. In addition, Owner agrees to hold Job Order Contractor harmless to the extent permitted by law from any legal liability arising out of the Owner's use of such materials.

## **5. MATERIAL AND WORKMANSHIP**

**5.1. Suitability of Material and Equipment.** All equipment, material, and articles incorporated in the Work covered by this Contract shall be new and of the most suitable grade for the purpose intended, unless otherwise specifically provided in the Contract. References in the specifications to equipment, material, article, or patented process by trade name, make, or catalog number, shall be regarded as establishing a standard of quality and shall not be construed as limiting competition. Job Order Contractor may, at its option, use any equipment, material, article, or process that, in the sole judgment and prior written approval of the Owner, is equal to that named in the specifications.

**5.2. Owner Approval.** Job Order Contractor shall obtain Owner's approval of the equipment to be incorporated into the Work. When requesting approval, Job Order Contractor shall furnish to Owner the name of the manufacturer, the model number, and other information concerning the performance, capacity, nature, and rating of the equipment. When required by the Contract or by Owner, Job Order Contractor shall also obtain Owner's approval of the material or articles which Job Order Contractor contemplates incorporating into the Work. When requesting approval, Job Order Contractor shall provide full information concerning the material or articles. When directed to do so, Job Order Contractor shall submit samples for approval. Machinery, equipment, material and articles that do not have the required approval shall be installed or used at the risk of subsequent rejection.

**5.3. Testing of Materials.** Unless otherwise specified in a Job Order, the Job Order Contractor shall be responsible for any required testing of materials prior to incorporation into the Work. Reimbursement for testing required by third party entities will be included in the individual Job Order.

**5.4. Workmanship.** All work under the Contract shall be performed in a skillful and workmanlike manner.

## **6. SITE CONDITIONS**

**6.1. Site Investigation.** Job Order Contractor acknowledges that it has taken steps reasonably necessary to ascertain the nature and location of the Work, and that it has investigated and satisfied itself as to the general and local conditions which can affect the Work or its cost, including but not limited to:

**6.1.1.** Conditions bearing upon transportation, disposal, handling, and storage of materials;

**6.1.2.** The availability of labor, water, electric power, and roads;

**6.1.3.** Uncertainties of weather, river stages, tides, or similar physical conditions at the site;

**6.1.4.** The visible conformation and conditions of the ground; and

**6.1.5.** The character of equipment and facilities needed preliminary to and during work performance.

**6.2. Surface and Subsurface Investigation.** Job Order Contractor also acknowledges that it has satisfied itself as to the character, quality, and quantity of surface and subsurface materials or obstacles to be encountered insofar as this information is reasonably ascertainable from an inspection of the site, including all exploratory work done by Owner, as well as from the drawings and specifications made a part of this Contract. Owner will provide to Job Order Contractor all subsurface investigation reports it has commissioned, and has knowledge of, that reasonably reflect expected conditions at the location of the Job Order.

**6.3. Differing Site Conditions.** Job Order Contractor shall promptly, and before the conditions are disturbed, give a written notice to Owner of:

**6.3.1.** Subsurface or latent physical conditions at the site which differ materially from those indicated in the Contract, or

**6.3.2.** Unknown physical conditions at the site, of an unusual nature, which differ materially from those ordinarily encountered and generally recognized as inherent in work of the character provided for in the Contract.

**6.4. Owner Investigation.** Owner shall investigate the site conditions promptly after receiving the notice. If the conditions do materially so differ and cause an increase or decrease in Job Order Contractor's cost of, or the time required for, performing any part of the Work, whether or not changed as a result of the conditions, an equitable adjustment shall be made and the Job Order modified in writing accordingly.

**6.5. Written Notice of Differing Site Conditions.** No request by Job Order Contractor for an equitable adjustment to a Job Order under this § 6 shall be allowed, unless Job Order Contractor has given the written notice required.

**6.6. Payment Adjustment.** No request by Job Order Contractor for an equitable adjustment to a Job Order for differing site conditions shall be allowed if made after final payment under such Job Order.

## **7. JOB ORDER SCHEDULES**

**7.1. Construction Schedule.** If the Job Order Contractor fails to submit a schedule with the Job Order, Owner may withhold approval of progress payments until Job Order Contractor submits the required schedule. If required, the Job Order Contractor will submit for approval with the signed Job Order a practicable schedule showing the sequence in which Job Order Contractor proposes to perform the Work, and the dates on which Job Order Contractor contemplates starting and completing the several salient features of the Work (including acquiring materials, plant and equipment). The schedule may be a formal computerized schedule or a progress chart in a bar chart format of suitable scale to indicate appropriately the percentage of Work scheduled for completion by any given date during the period. In either case, the basic information should be the same and the schedule or chart must contain as a minimum:

**7.1.1.** A detailed list of work activities or work elements.

**7.1.2.** Show the logical dependencies (ties) to indicate what Work must be accomplished before other Work can begin.

**7.1.3.** Show early start and early finish dates along with late start and late finish dates for each work activity or work element.

**7.2. Failure to Submit Schedule.** Failure of Job Order Contractor to comply with the requirements of Owner under this clause shall be grounds for a determination by Owner that Job Order Contractor is not prosecuting the Work with sufficient diligence to ensure completion within the time specified in the Job Order. Upon making this determination, Owner may terminate Job Order Contractor's right to proceed with the Work if not cured within seven (7) days after written notice is provided, or any separable part of it, in accordance with § 14.

**7.3. Progress Report.** Job Order Contractor shall submit a progress report every thirty (30) days, or as directed by Owner, and upon doing so shall immediately deliver a current schedule to Owner if it has materially changed since the last submission of a schedule. If Job Order Contractor falls behind the approved schedule, Job Order Contractor shall take steps necessary to improve its progress, including those that may be reasonably required by Owner. Without additional cost to Owner, Owner may require Job Order Contractor to increase the number of shifts, overtime operations, days of work, and/or the amount of construction plant or equipment, and to submit for approval any supplementary schedule or schedules in chart form as Owner deems necessary to demonstrate how the approved rate of progress will be regained.

**7.4. Emergency Work.** Job Order Contractor will give top priority to any emergency Work Owner may have and will allocate all resources necessary to accomplish such Work in accordance with Owner's schedule requirements. To the extent the Job Order Contractor incurs additional cost, expense or schedule delay in performing Owner's emergency Work, Owner will equitably adjust the Contract in accordance with § 10.

## **8. INSPECTION OF CONSTRUCTION AND ACCEPTANCE**

**8.1. Job Order Contractor Inspection System.** Job Order Contractor shall maintain an adequate inspection system and perform such inspections as will ensure that the Work called for conforms to Job Order requirements. Job Order Contractor shall maintain complete inspection records and make them available to Owner. All work shall be conducted under the general direction of Owner and is subject to inspection and test by Owner at all places and at all reasonable times before acceptance to ensure strict compliance with the terms of the Contract.

**8.2. Owner Inspections and Tests.** Owner inspections and tests are for the sole benefit of Owner and do not:

**8.2.1.** Relieve Job Order Contractor of responsibility for providing adequate quality control measures;

**8.2.2.** Relieve Job Order Contractor of responsibility for damage to or loss of the material before acceptance;

**8.2.3.** Constitute or imply acceptance; or

**8.2.4.** Affect the continuing rights of Owner after acceptance of the complete work.

**8.3. Job Order Contractor Responsibilities.** The presence or absence of an inspector does not relieve Job Order Contractor from any Contract requirement, nor is the inspector authorized to change any term or condition of the specification without Owner's written authorization.

**8.4. Job Order Contractor Performance.** Job Order Contractor shall promptly furnish, without additional charge, all facilities, labor, and material reasonably needed for performing such safe and convenient inspections and tests as may be required by Owner. Owner may charge to Job Order Contractor any additional cost of inspection or test when Work is not ready at the time specified by Job Order Contractor for inspection or test, or when prior rejection makes re-inspection or retest necessary. Owner shall perform all inspections and tests in a manner that will not unnecessarily delay the Work. Special, full size and performance tests shall be performed as described in the Job Order.

**8.5. Job Order Contractor Corrective Work.** Job Order Contractor shall, without charge, replace or correct Work found by Owner not to conform to Job Order requirements, unless Owner consents to accept the Work with an appropriate adjustment in Contract price. Job Order Contractor shall promptly segregate and remove rejected material from the premises.

**8.6. Failure to Replace or Correct Work.** If Job Order Contractor does not promptly replace or correct rejected Work, Owner may:

**8.6.1.** By Contract or otherwise, replace or correct the Work and charge the cost to Job Order Contractor;

or

**8.6.2.** Terminate for default Job Order Contractor's right to proceed.

**8.7. Owner Inspection before Acceptance.** If, before acceptance of the entire Work, Owner decides to examine already completed Work by removing it or tearing it out, Job Order Contractor, on request, shall promptly furnish

all necessary facilities, labor, and material. If the Work is found to be defective or nonconforming in any material respect due to the fault of Job Order Contractor or its subcontractors, Job Order Contractor shall bear the expenses of the examination and of satisfactory reconstruction. However, if the Work is found to meet requirements, Owner shall make an equitable adjustment for the additional services involved in the examination and reconstruction, including, if completion of the Work was thereby delayed, an extension of the period of time for performance.

**8.8. Owner Acceptance.** Unless otherwise specified in the Job Order, Owner shall accept, as promptly as practicable after completion and inspection, all work required by the Job Order or that portion of the Work that the Owner determines can be accepted separately. Acceptance shall be final and conclusive except for latent defects, fraud, gross mistakes amounting to fraud, or Owner's rights under any warranty or guarantee.

## **9. INVOICING AND PAYMENT**

**9.1. Compensation.** As full consideration for the satisfactory performance by Job Order Contractor of Work prescribed under the Contract, Owner shall pay Job Order Contractor the amounts specified in the individual Job Orders.

**9.2. Invoices.** Job Order Contractor shall submit invoices to the following address:

City of Peoria  
8401 W. Monroe St  
Peoria, AZ 85345

**9.3. Job Order Cost Proposal Structure.** For each Job Order, the Job Order Contractor shall prepare a Job Order Cost Proposal with the sufficient level of cost detail as required by the Owner. Cost detail may include, but is not limited to: schedule of values, work schedule, direct labor cost and fringe benefits, direct material costs (supported by quotes), direct equipment costs (supported by quotes), cost of subcontractors (supported by quotes) and allowable indirect costs (includes insurance). The contractor shall utilize the markups established in the JOC Pricing Matrix (*Attachment C*) to calculate the overhead and profit for all Job Order Cost Proposals, unless otherwise requested by the Owner.

**9.4. Progress Payments.** Owner shall make progress payments monthly as the Work proceeds, or at more frequent intervals as determined by Owner, on estimates of Work completed submitted by the Job Order Contractor and approved by Owner. Job Order Contractor shall use an acceptable invoice form and shall include supporting documents to reflect a breakdown of the total price showing the amount included therein for each principal category of the Work, in such detail as requested, to provide a basis for determining progress payments. In the estimation of Work completed, Owner will authorize payment for material delivered on the site and preparatory work done if Job Order Contractor furnishes satisfactory evidence that it has acquired title to such material and that the material will be used to perform the Work.

**9.5. Retention.** Not applicable.

**9.6. Owner's Property.** All material and work covered by progress payments made shall, at the time of payment, become the sole property of Owner, but this provision shall not be construed as:

**9.6.1.** Relieving Job Order Contractor from the sole responsibility for all material and Work upon which payments have been made or the restoration of any damaged Work; or

**9.6.2.** Waiving the right of Owner to require the fulfillment of all of the terms of the Contract.

**9.7. Approval and Certification.** An estimate of the Work submitted shall be deemed approved and certified for payment after seven days from the date of submission unless before that time the Owner or Owner's agent prepares and issues a specific written finding setting forth those items in detail in the estimate of the Work that are not approved for payment under this contract. The Owner may withhold an amount from the progress payment sufficient to pay the expenses the Owner reasonably expects to incur in correcting the deficiency set forth in the written finding. The progress payments shall be paid on or before fourteen days after the estimate of the Work is certified and approved. The estimate of the Work shall be deemed received by the Owner on submission to any person designated by the Owner for the submission, review or approval of the estimate of the Work.

**9.8. Unpaid Amounts.** Owner shall pay all unpaid amounts due Job Order Contractor under this Contract within thirty (30) days, after:

**9.8.1.** Completion and acceptance of the Work;

**9.8.2.** Presentation of a properly executed invoice;

**9.8.3.** Presentation of release of all claims against Owner arising by virtue of the Contract, other than claims, in stated amounts, that Job Order Contractor has specifically excepted from the operation of the release. A release may also be required of the assignee if Job Order Contractor's claim to amounts payable under this Contract has been assigned. Job Order Contractor shall complete a Job Order Contractor's release form acceptable to Owner; or

**9.8.4.** Consent of Job Order Contractor's surety, if any.

## **10. CHANGES**

**10.1. Owner Changes.** Owner may, at any time, without notice to the sureties, if any, by written order designated or indicated to be a change order, make changes in the Work within the general scope of the Job Orders, including changes:

**10.1.1.** In the specifications (including drawings and designs);

**10.1.2.** In Owner-furnished facilities, equipment, materials, services, or site; or

**10.1.3.** Directing acceleration in the performance of the Work, or otherwise altering the schedule for performance of the Work.

**10.2. Owner Change Orders.** Any other written order (which, as used in this paragraph, includes direction, instruction, interpretation, or determination) from Owner that causes a change shall be treated as a change order under this § 10; provided, that Job Order Contractor gives Owner timely written notice stating the date, circumstances, and source of the order and that Job Order Contractor regards the order as a change order.

**10.3. Contract Adjustments.** Except as provided in this § 10, no order, statement, or conduct of Owner shall be treated as a change under this § 10 or entitle Job Order Contractor to an equitable adjustment hereunder.

**10.4. Modification of the Job Order.** If any change under this § 10 causes an increase or decrease in Job Order Contractor's cost of, or the time required for, the performance of any part of the Work under a Job Order, whether or not changed by any such order, Owner shall negotiate an equitable adjustment and modify the Job Order in writing.

**10.5. Job Order Contractor Proposal.** Job Order Contractor must submit any proposal under this § 10 within thirty (30) calendar days after:

**10.5.1.** Receipt of a written change order under § 10.1 above; or

**10.5.2.** The furnishing of a written notice under § 10.2 above by submitting to Owner a written statement describing the general nature and amount of the proposal, unless this period is extended by Owner. The statement of proposal for adjustment may be included in the notice under § 10.2 above.

**10.6. Final Payment Limitation.** No proposal by Job Order Contractor for an equitable adjustment shall be allowed if asserted after final payment under the Job Order.

**10.7. Job Order Contractor Extension Justification.** Job Order Contractor shall furnish to the Owner a written proposal for any proposed extension in the period of performance. The proposal shall contain a price breakdown and period of performance extension justification.

**10.8. Job Order Contractor Price Breakdown Structure.** Job Order Contractor, in connection with any proposal it makes for a Job Order change shall furnish a price breakdown itemized as required by Owner and the pricing matrix as required in the awarded contract.

## **11. INSURANCE & BONDS**

**11.1. Job Order Contractor Insurance.** Job Order Contractor shall purchase and maintain in effect during the term of this Contract insurance of the types and with minimum limits of liability as stated below. Such insurance shall protect Job Order Contractor and Owner from claims which may arise out of or result from Job Order Contractor's operations whether such operations are performed by Job Order Contractor or by any subcontractor or by anyone for whose acts any of them may be liable.

**11.1.1. WORKERS' COMPENSATION INSURANCE** providing statutory benefits in accordance with the laws of the State of Arizona or any Federal statutes as may be applicable to the Work being performed under this Contract.

**11.1.2. EMPLOYER'S LIABILITY INSURANCE** with limits of liability not less than: \$1,000,000 Each Accident; \$1,000,000 Each Employee for Disease; and \$1,000,000 Policy Limit for Disease.

**11.1.3. COMMERCIAL GENERAL LIABILITY INSURANCE** including Products/Completed Operations and Contractual Liability with limits of liability not less than: \$2,000,000 General Aggregate; \$2,000,000 Products/Completed Operations Aggregate; and \$2,000,000 Each Occurrence.

**11.1.4. AUTOMOBILE LIABILITY INSURANCE** covering all owned, hired and non-owned motor vehicles used in connection with the Work being performed under this Contract with limits of liability not less than: \$1,000,000 Each Person for Bodily Injury; \$1,000,000 Each Accident for Bodily Injury; and \$1,000,000 Each Occurrence for Property Damage.

**11.1.5. PROFESSIONAL LIABILITY INSURANCE**, when the City requires the Job Order Contractor to carry architectural and engineering services under the Individual Job Order, Job Order Contractor shall require all architectural and engineering consultants to maintain Professional Liability insurance, covering acts, errors, mistakes and omissions arising out of the work or services performed by the Consultant, or any person employed by the Consultant, with a limit of not less than \$1,000,000 each claim. Job Order Contractor shall be required to submit Certificates of Insurance evidencing proper coverage is in effect as required above.

**11.1.6. BUILDER'S RISK (PROPERTY) INSURANCE**, The Job Order Contractor shall purchase and maintain, on a replacement cost basis, Builders' Risk insurance in the amount of the initial Job Order Amount as well as subsequent modifications thereto for the entire work at the site. Such Builders' Risk insurance shall be maintained until final payment has been made or until no person or entity other than the City has an insurable interest in the property required to be covered, whichever is earlier. This Builder's Risk policy must be a "Masters" Policy, that is, one in which only the specific job order project is insured. This insurance shall include interests of the City, the Contractor, and all Subcontractors and Sub-Subcontractors in the work during the life of the Contract and course of construction, and shall continue until the work is completed and accepted by the City. For new construction projects, the Contractor agrees to assume full responsibility for loss or damage to the work being performed and to the buildings under construction. For renovation construction projects, the Contractor agrees to assume responsibility for loss or damage to the work being performed at least up to the full Contract Amount, unless otherwise required by the Contract Documents or amendments thereto.

Builders' Risk insurance shall be on an all-risk policy form and shall also cover false work and temporary buildings and shall insure against risk of direct physical loss or damage from external causes including debris removal, demolition occasioned by enforcement of any applicable legal requirements, and shall cover reasonable compensation for Architect's service and expenses required as a result of such insured loss and other "soft costs" as required by the Contract.

Builders' Risk insurance must provide coverage from the time any covered property becomes Contractor's control and/or responsibility, and continue without interruption during construction or renovation or installation, including any time during which the covered property is being transported to the construction installation site, and while on the construction or installation site awaiting installation. The policy will provide coverage while the covered premises or any part thereof are occupied. Builders' Risk insurance shall be primary and not contributory.

If the Contract requires testing of equipment or other similar operations, at the option of the City, the Contractor will be responsible for providing property insurance for these exposures under a Boiler Machinery insurance policy.

Required coverages may be waived or modified on a per-project basis by specifying in the Individual Job Order Scope of Work.

**11.2. Owner as Additional Insured.** The policies providing Commercial General Liability and Automobile Liability insurance as required in § *11.1* shall be endorsed to name Owner as Additional Insured. Such insurance as is provided herein shall be primary and non-contributing with any other valid and collectible insurance available to Owner.

**11.3. Policy Endorsement.** All policies providing Job Order Contractor's insurance as required in § *11.1* above shall be endorsed to provide the following:

**11.3.1.** Thirty days written notice of cancellation or non-renewal given to Owner at the address designated in § *16.2*.

**11.3.2.** Waiver of subrogation in favor of Owner.

**11.4. Limits of Liability.** The limits of liability as required above may be provided by a single policy of insurance or by a combination of primary, excess or umbrella policies. But in no event shall the total limits of liability available for any one occurrence or accident be less than the amount required above.

**11.5. Certificate of Insurance.** Proof of compliance with these insurance requirements shall be furnished Owner in the form of an original certificate of insurance signed by an authorized representative or agent of the insurance company(ies) within ten (10) days of execution of this agreement. Renewal or replacement certificates shall be furnished Owner not less than twenty-one (21) days prior to the expiration or termination date of the applicable policy(ies).

**11.6. Subcontractor Insurance.** Job Order Contractor shall require any and all subcontractors performing Work under this Contract to carry insurance of the types and with limits of liability as Job Order Contractor shall deem appropriate and adequate for the Work being performed. Job Order Contractor shall obtain and make available for inspection by Owner upon request current certificates of insurance evidencing insurance coverages carried by such subcontractors.

**11.7. Bonds.** If required by Owner, Job Order Contractor shall furnish Performance and Payment Bonds, each in an amount equal to one hundred percent (100%) of the Construction Work, (excluding design and pre-construction services) in a penal sum equal to the aggregate price of all Job Orders issued to the Job Order Contractor. The Performance and Payment Bonds must be submitted to Owner within ten (10) calendar days after issuance of a Job Order.

**11.8. Notice to Proceed.** Notice to Proceed will not be issued until properly executed bonds are received and accepted by Owner. A separate Notice to Proceed will be issued for each Job Order. The Notice to Proceed shall stipulate the actual contract start date, the contract duration and the contract completion date. The time required for the Contractor to obtain permits, licenses and easements shall be included in the contract duration and shall not be justification for a delay claim by the Contractor. The time required for the Contractor to prepare, transmit and obtain approval of applicable submittals shall be included in the contract duration and shall not be justification for a delay claim by the Contractor. No work shall be started until after all required permits, licenses, and easements have been obtained. No work shall be started until all applicable submittals have been submitted and returned approved by the Owner's Representative. The Contractor shall notify the City of Peoria's project manager or engineer at least seventy-two (72) hours before the following events:

**11.8.1.** The start of construction in order to arrange for inspection.

**11.8.2.** Shutdown of City water, sewer, drainage, irrigation and traffic control facility.

**11.8.3.** Shutdown of existing water wells and booster pumps. Shutdown shall not exceed seventy-two (72) hours for any installation. Only one installation may be shutdown at any time.

**11.8.4.** Coordination of all draining and filling of water lines and irrigation laterals and all operations of existing valves or gages with the project manager.

**11.8.5.** Start-up or testing of any water well or booster pump to be connected to any part of the existing City water system. This includes operation of existing valves necessary to accommodate the water.

**12. INDEMNIFICATION.** To the fullest extent permitted by law, the Job Order Contractor, subcontractor or design professional shall indemnify and hold harmless the City, and its officers and employees, from liabilities, damages, losses and costs, including reasonable attorney fees and court costs, but only to the extent caused by the negligence, recklessness or intentional wrongful conduct of such Job Order Contractor, subcontractor or design professional or other persons employed or used by such Job Order Contractor, subcontractor or design professional in the performance of the contract or subcontract. The amount and type of insurance coverage requirements set forth herein will in no way be construed as limiting the scope of the indemnity in this paragraph.

**13. DISPUTES.**

**13.1. Party Cooperation.** The parties are fully committed to working with each other throughout the term of the Contract and agree to communicate regularly with each other at all times so as to avoid or minimize disputes or disagreements. If disputes or disagreements do arise, Job Order Contractor and Owner each commit to resolving such disputes or disagreements in an amicable, professional and expeditious manner so as to avoid unnecessary losses, delays and disruptions to the Work.

**13.2. Field Level Resolution.** Job Order Contractor and Owner will first attempt to resolve disputes or disagreements at the field level through discussions between the parties' representatives named herein.

**13.3. Job Order Contractor Performance.** The Job Order Contractor shall continue to perform the Work and Owner shall continue to satisfy its payment obligations to Job Order Contractor, pending the final resolution of any dispute or disagreements between the parties.

**13.4. Partnering.** If requested and mutually agreed upon, the Owner and Job Order Contractor will share in the expense of an initial facilitated partnering workshop, followed up by periodic refresher meetings at mutually agreed times. The goal of the workshop will be to identify common goals, common interests, lines of communication, and a commitment to cooperative problem solving.

**13.5. Owner's Representative.** Owner designates the individual listed below as its representative, which individual has the authority and responsibility for avoiding and resolving disputes under this Contract. (Identify individual's name, title, address and telephone numbers)

City of Peoria, Materials Management  
Dan Zenko, Materials Manager  
9875 N. 85<sup>th</sup> Ave – 2<sup>nd</sup> Floor  
Peoria, AZ 85345  
(623) 773-7115

**13.6. Job Order Contractor's Representative.** Job Order Contractor designates the individual listed below as its representative, which individual has the authority and responsibility for avoiding and resolving disputes under this Contract. (Identify individual's name, title, address and telephone numbers)

CORE Construction, Inc.  
Todd Steffen, President  
3036 East Greenway Road  
Phoenix, AZ 85032  
602-494-0800

**13.7. Owner's Resolution.** Any dispute which is not disposed of by agreement will be decided by the Owner, who will reduce its decision to writing and mail or otherwise furnish a copy thereof to the Job Order Contractor. Any dispute not finally resolved under this § 13 may be brought before the state courts of the State of Arizona and adjudicated in accordance with the laws of Arizona.



## **14. TERMINATION AND DEFAULT**

**14.1. Termination for Convenience.** Owner may terminate performance of the Work under this Contract in whole or, from time to time, in part if Owner determines that termination is in Owner's interest. Owner shall effect such termination by delivering to Job Order Contractor a Notice of Termination specifying the extent of termination and the effective date.

**14.2. Notice of Termination.** After receipt of a Notice of Termination, and except as directed by Owner, Job Order Contractor shall immediately proceed with the following obligations, regardless of any delay in determining or adjusting any amounts due under this § 14:

**14.2.1.** Stop work as specified in the notice;

**14.2.2.** Place no further subcontracts or orders (referred to as subcontracts in this § 14) for materials, services or facilities, except as necessary to complete any Work not terminated;

**14.2.3.** Assign to Owner, if directed by Owner, all right, title, and interest of Job Order Contractor under the subcontracts to the extent they relate to the Work terminated, in which case Owner shall have the right to settle or to pay any termination settlement proposal arising out of those terminations, or with approval or ratification to the extent required by Owner, settle all outstanding liabilities and termination settlement proposals arising from the termination of subcontracts, the approval or ratification of which will be final for purposes of this § 14;

**14.2.4.** As directed by Owner, transfer title and deliver to Owner:

14.2.4.1. The fabricated or unfabricated parts, Work in progress, completed Work, supplies, and other material produced or acquired for the Work terminated;

14.2.4.2. The completed or partially completed plans, drawings, information, and other property that, if the Contract had been completed, would be required to be furnished to Owner;

**14.2.5.** Complete performance of the Work not terminated;

**14.2.6.** Take any action that may be necessary, or that Owner may direct, for the protection and preservation of the property related to this Contract that is in the possession of Job Order Contractor and in which Owner has or may acquire an interest; and

**14.2.7.** Use its best efforts to sell, as directed or authorized by Owner, any property of the types referred to in § 14.2.3 above; provided, however, that Job Order Contractor is not required to extend credit to any purchaser and may acquire the property under the conditions prescribed by, and at prices approved by, Owner. The proceeds of any transfer or disposition will be applied to reduce any payments to be made by Owner under the Contract, credited to the price or cost of the Work, or paid in any other manner directed by Owner.

**14.3. Final Termination Settlement Proposal.** After termination, Job Order Contractor shall submit a final termination settlement proposal to Owner in the form and with the certification prescribed by Owner. Job Order Contractor shall submit the proposal promptly, but no later than one year from the effective date of termination.

**14.4. Owner Payment.** Job Order Contractor and Owner may agree upon the whole or any part of the amount to be paid because of the termination. The amount will include a reasonable allowance for profit on work done. The Contract shall be amended, and Job Order Contractor paid the agreed amount.

**14.4.1.** If Job Order Contractor and Owner fail to agree on the whole amount to be paid Job Order Contractor because of the termination of work, Owner shall pay Job Order Contractor the amounts determined as follows, but without duplication of any amounts agreed upon under § 14.4 above:

14.4.1.1. For Work performed before the effective date of termination, the total (without duplication of any items) of:

**14.4.1.1.1.** The cost of this Work;

**14.4.1.1.2.** The cost of settling and paying termination settlement proposals under terminated subcontracts that are properly chargeable to the terminated portion of the Contract if not included in § 14.4.1.1.1. above; and

**14.4.1.1.3.** A markup, including overhead and profit, on § **14.4.1.1.1.** above as is determined for pricing changes.

14.4.1.2. The reasonable costs of settlement of the Work terminated, including:

**14.4.1.2.1.** Accounting, legal, clerical, and other expenses reasonably necessary for the preparation of termination settlement proposals and supporting data;

**14.4.1.2.2.** The termination and settlement of subcontracts (excluding the amounts of such settlements); and

**14.4.1.2.3.** Storage, transportation, and other costs incurred, reasonably necessary for the preservation, protection, or disposition of the termination inventory.

**14.5. Destroyed, Lost, Stolen or Damaged Property.** Except for normal spoilage, and except to the extent that Owner expressly assumed the risk of loss, Owner shall exclude from the amounts payable to Job Order Contractor under Subparagraph 14.4.1 above, the fair value, as determined by Owner, of property that is destroyed, lost, stolen, or damaged so as to become undeliverable to Owner or to a buyer.

**14.6. Amount Due Job Order Contractor.** In arriving at the amount due Job Order Contractor under this § **14**, there shall be deducted:

**14.6.1.** All unliquidated advances or other payments to Job Order Contractor under the terminated portion of the Job Order;

**14.6.2.** Any claim which Owner has against Job Order Contractor under the Contract; and

**14.6.3.** The agreed price for, or the proceeds of sale of, materials, supplies, or other things acquired by Job Order Contractor or sold under the provisions of this § **14** and not recovered by or credited to Owner.

**14.7. Partial Termination.** If the termination is partial, Job Order Contractor may file a proposal with Owner for an equitable adjustment of the price(s) of the continued portion of any Job Order. Any proposal by Job Order Contractor for an equitable adjustment under this § **14** shall be requested within ninety (90) calendar days from the effective date of termination unless extended in writing by Owner. Owner may, under the terms and conditions it prescribes, make partial payments and payments against costs incurred by Job Order Contractor of the terminated portion of any Job Order, if Owner believes the total of these payments will not exceed the amount to which Job Order Contractor will be entitled.

**14.8. Excess Payments.** If the total payments exceed the amount finally determined to be due, Job Order Contractor shall repay the excess to Owner upon demand.

**14.9. Job Order Contractor Records.** Unless otherwise provided in this Contract or by statute, Job Order Contractor shall maintain all records and documents relating to the terminated portion of this Contract for three (3) years after final settlement. This includes all books and other evidence bearing on Job Order Contractor's costs and expenses under this Contract. Job Order Contractor shall make these records and documents available to Owner, at Job Order Contractor's office, at all reasonable times, without cost. If approved by Owner, photographs, microphotographs, or other authentic reproductions may be maintained instead of original records and documents.

**14.10. Default.** If Job Order Contractor refuses or fails to prosecute the Work, or any separable part, with the diligence that will ensure its completion within the time specified in the Job Order including any extension, or fails to complete the Work within this time, Owner may terminate the Job Order Contractor's right to proceed with the Work (or separable part of the Work), upon thirty (30) days written notice to the Job Order Contractor. In this event, Owner may take over the Work and complete it by Contract or otherwise and may take possession of and use any materials, appliances, and plant on the site necessary for completing the Work.

**14.11. Job Order Contractor's Right to Proceed.** Job Order Contractor's right to proceed shall not be terminated under this § **14**, if:

**14.11.1.** The delay in completing the Work arises from unforeseeable causes beyond the control and without the fault or negligence of Job Order Contractor. Examples of such causes include: acts of God or of the

public enemy, acts of Owner in its Contractual capacity, acts of another contractor in the performance of a Contract with Owner, fires, floods, epidemics, quarantine restrictions, strikes, freight embargoes, unusually severe weather (The basis used to define normal weather will be data showing high and low temperatures, precipitation, and number of days of severe weather in the city closest to the site for the previous ten (10) years, as compiled by the United States Department of Commerce National Weather Service.), or delays of subcontractors or suppliers at any tier arising from unforeseeable causes beyond the control and without the fault or negligence of both Job Order Contractor and the subcontractors or suppliers; and

**14.11.2.** Job Order Contractor, within 30 calendar days from the beginning of any such delay (unless extended by Owner), notifies Owner in writing of the causes of delay. The Owner shall ascertain the facts and the extent of delay. If, in the judgment of Owner, the findings of fact warrant such action, the time for completing the Work shall be extended. The findings of Owner shall be final and conclusive on the parties, but subject to appeal and review under § 13.

**14.12. Owner's Right to Terminate.** The rights and remedies of Owner in this § 14 are in addition to any other rights and remedies provided by law or under this Contract.

**14.13. Owner and Job Order Contractor Rights.** If, after termination of Job Order Contractor's right to proceed, it is determined that Job Order Contractor was not in default, or that the delay was excusable, the rights and obligations of the parties will be the same as if the termination had been issued for the convenience of Owner.

**14.14. Liquidated Damages.** Liquidated Damages shall be assessed for each calendar of delay. Liquidated Damages shall be per MAG Specs., Section 108.9 for each calendar day of delay, based upon the total job order value to date (i.e phased project awards). If the contract is not terminated, the contractor shall continue performance and be liable to the Owner for the liquidated damages until the products are delivered or services performed. In the event the City exercises its right of termination, the contractor shall be liable to the Owner for any excess costs, and in addition, for liquidated damages until such time the Owner may reasonably obtain delivery or performance of similar supplies or services.

**14.15. Immigration Act.** Contractor understands and acknowledges the applicability to Contractor of the Immigration Reform and Control Act of 1986 (IRCA). Contractor agrees to comply with the IRCA in performing under this contract and to permit City inspection of personnel records to verify such compliance.

## **15. WARRANTY OF CONSTRUCTION**

**15.1. Applicable Warranties.** In addition to any other warranties in any Job Orders, Job Order Contractor warrants, except as provided in § 15.10, that work performed conforms to the Job Order requirements and is free of any defect in equipment, material or design furnished, or workmanship performed by Job Order Contractor or any of its subcontractors or suppliers at any tier.

**15.2. Warranty Duration.** This warranty shall continue for a period of one (1) year from the date of final acceptance of the Work. If Owner takes possession of any part of the Work before final acceptance, this warranty shall continue for a period of one (1) year from the date possession is taken.

**15.3. Job Order Contractor Corrective Work.** Job Order Contractor shall remedy at Job Order Contractor's expense any failure of the Work to conform to the plans and specifications, or any construction defect. In addition, the Job Order Contractor shall remedy at Job Order Contractor's expense any damage to Owner's real or personal property, when that damage is the result of:

**15.3.1.** Job Order Contractor's failure to conform to requirements; or

**15.3.2.** Any defect of equipment, material, workmanship, or design furnished by the Job Order Contractor.

**15.4. Job Order Contractor Restoration.** Job Order Contractor shall restore any work damaged in fulfilling the terms and conditions of this § 15. Job Order Contractor's warranty with respect to work repaired or replaced will run for one (1) year from the date of repair or replacement.

**15.5. Owner Notification.** Owner shall notify Job Order Contractor, in writing, within a reasonable time after the discovery of any failure, defect, or damage.

**15.6. Failure to Correct Work.** If Job Order Contractor fails to remedy any failure, defect, or damage within ten (10) days after receipt of notice, Owner shall have the right to replace, repair, or otherwise remedy the failure, defect or damage at Job Order Contractor's expense.

**15.7. Subcontractor and Supplier Warranties.** With respect to all warranties, expressed or implied, from subcontractors, manufacturers, or suppliers for work performed and materials furnished for Job Orders issued under this Contract, Job Order Contractor shall:

**15.7.1.** Obtain all warranties required by the Job Order;

**15.7.2.** Require all warranties to be executed, in writing, for the benefit of Owner; and

**15.7.3.** Enforce all warranties for the benefit of Owner.

**15.8. Owner Remedy.** In the event Job Order Contractor's warranty under § 15.2 has expired, Owner may bring suit at its expense to enforce a subcontractor's, manufacturer's, or supplier's warranty.

**15.9. Owner Furnished Material or Design.** Unless a defect is caused by the negligence of Job Order Contractor or subcontractor or supplier at any tier, Job Order Contractor shall not be liable for the repair of any defects of material or design furnished by Owner or for the repair of any damage that results from any defect in Owner-furnished material or design.

**15.10. Pre-Existing Work.** Job Order Contractor is not responsible for and does not warranty pre-existing work or facilities that may be assigned to Job Order Contractor except as modified by the Job Order.

**15.11. Owner's Rights.** This warranty shall not limit Owner's rights under § 8 of this Contract with respect to latent defects, gross mistakes, or fraud.

## **16. STANDARD TERMS AND CONDITIONS**

**16.1. Contract Order of Precedence.** In the event of an inconsistency between provisions of this Contract, the inconsistency shall be resolved by giving precedence in the following order:

**16.1.1.** Contract Modifications, if any;

**16.1.2.** This Contract, including Attachments;

**16.1.3.** Job Orders;

**16.1.4.** Drawings; and

**16.1.5.** Specifications.

**16.2. Certification.** By signature in the Offer section of the Offer and Contract Award page the Job Order Contractor certifies:

**16.2.1.** The submission of the offer did not involve collusion or other anti-competitive practices.

**16.2.2.** The Job Order Contractor shall not discriminate against any employee or applicant for employment.

**16.2.3.** The Job Order Contractor has not given, offered to give, nor intends to give at any time hereafter any economic opportunity, future employment, gift, loan, gratuity, special discount, trip favor, or service to a public servant in connection with the submitted offer. Failure to sign the offer, or signing it with a false statement, shall void the submitted offer or any resulting contracts, and the vendor may be debarred.

**16.2.4.** The Job Order Contractor is licensed to perform the Work pursuant to Arizona Revised Statutes Title 32, Chapter 10.

**16.3. Bribes and Kick-Backs.** The Job Order Contractor shall not by any means:

**16.3.1.** Induce any person or entity employed in the construction of the Project to give up any part of the compensation to which that person or entity is entitled;

**16.3.2.** Confer on any governmental, public or quasi-public official having any authority or influence over the Project, any payment, loan subscription, advance, deposit of money, services or anything of value, present or promised;

**16.3.3.** Offer nor accept any bribes or kick-backs in connection with the Project from or to any individual or entity, including any of its trade contractors, subcontractors, consultants, suppliers or manufacturers of Project goods and materials; or,

**16.3.4.** Without the express written permission of the Owner, call for or by exclusion require or recommend the use of any subcontractor, consultant, product, material, equipment, system, process or procedure in which the Job Order Contractor has a direct or indirect proprietary or other pecuniary interest.

**16.4. Applicable Law.** In the performance of this agreement, contractors shall abide by and conform to any and all laws of the United States, State of Arizona and City of Peoria including but not limited to federal and state executive orders providing for equal employment and procurement opportunities, the Federal Occupational Safety and Health Act and any other federal or state laws applicable to this agreement.

Contractor specifically understands and acknowledges the applicability to it of the Americans with Disabilities Act, including Section 508, the Immigration Reform and Control Act of 1986, and the Drug Free Workplace Act of 1989. In addition, if this agreement pertains to construction, Contractor must also comply with A.R.S. § 34-301, as amended (Employment of Aliens on Public Works Prohibited) and A.R.S. § 34-302, as amended (Residence Requirements for Employees).

Under the provisions of A.R.S. § 41-4401, Contractor hereby warrants to the City that Contractor and each of its subcontractors (“Subcontractors”) will comply with, and are contractually obligated to comply with, all Federal immigration laws and regulations that relate to their employees and A.R.S. § 23-214(A) (hereinafter, “Contractor Immigration Warranty”).

A breach of the Contractor Immigration Warranty shall constitute a material breach of this agreement and shall subject Contractor to penalties up to and including termination of this agreement at the sole discretion of the City. The City may, at its sole discretion, conduct random verification of the employment records of Contractor and any Subcontractors to ensure compliance with the Contractor Immigration Warranty. Contractor agrees to assist the City in regard to any random verifications performed.

Neither Contractor nor any Subcontractor shall be deemed to have materially breached the Contractor Immigration Warranty if Contractor or the Subcontractor establishes that it has complied with the employment verification provisions prescribed by §§ 274A and 274B of the Federal Immigration and Nationality Act and the E-Verify requirements prescribed by A.R.S. §23-214(A).

The provisions of this Paragraph must be included in any contract Contractor enters into with any Subcontractors who provide services under this agreement or any subcontract. “Services” is defined as furnishing labor, time or effort in the State of Arizona by a contractor or subcontractor. Services include construction or maintenance of any structure, building or transportation facility or improvement to real property.

**16.4.1.** Job Order Contractor warrants, for the term of this agreement and for six months thereafter, that is has fully complied with the requirements of the Immigration Reform and Control Act of 1986 and all related or similar legal authorities.

**16.4.2.** This contract shall be governed by the Owner. City and Job Order Contractor shall have all remedies afforded each by the Uniform Commercial Code, as adopted in the State of Arizona, except as otherwise provided in this contract or in statutes pertaining specifically to the Owner. This contract shall be governed by the laws of the State of Arizona. Any lawsuit pertaining to this contract may be brought only in courts in the State of Arizona.

**16.4.3.** This contract is subject to the provisions of ARS § 38-511; the Owner may cancel this contract without penalty or further obligations by the Owner or any of its departments or agencies if any person significantly involved in initiating, negotiating, securing, drafting or creating the contract on behalf of the Owner or any of its departments or agencies, is at any time while the contract or any extension of the contract is in effect, an employee

of any other party to the contract in any capacity or a consultant to any other party of the contract with respect to the subject matter of the contract.

**16.5. Legal Remedies.** All claims and controversies shall be subject to resolution according to the terms of the City of Peoria Procurement Code.

**16.6. Contract.** The contract between the Owner and the Job Order Contractor shall consist of (1) the Solicitation, including instructions, all terms and conditions, specifications, scopes of work, attachments, price sheet(s) and any amendments thereto, and (2) the offer submitted by the Job Order Contractor in response to the solicitation. In the event of a conflict in language between the Solicitation and the Offer, the provisions and requirements in the Solicitation shall govern. However, the Owner reserves the right to clarify, in writing, any contractual terms with the concurrence of the Job Order Contractor, and such written contract shall govern in case of conflict with the applicable requirements stated in the Solicitation or the Vendor's offer. The Solicitation shall govern in all other matters not affected by the written contract.

**16.7. Contract Amendments.** This contract may be modified only by a written Contract Amendment signed by persons duly authorized to enter into contracts on behalf of the Owner and the Job Order Contractor.

**16.8. Contract Applicability.** The Offeror shall substantially conform to the terms, conditions, specifications and other requirements found within the text of this Solicitation. All previous agreements, contracts, or other documents, which have been executed between the Offeror and the Owner are not applicable to this Solicitation or any resultant contract.

**16.9. Severability.** The provisions of this contract are severable to the extent that any provision or application held to be invalid shall not affect any other provision or application of the contract which may remain in effect without the invalid provision or application.

**16.10. Relationship to Parties.** It is clearly understood that each party will act in its individual capacity and not as an agent, employee, partner, joint venturer, or associate of the other. An employee or agent of one party shall not be deemed or construed to be the employee or agent of the other for any purpose whatsoever. The Job Order Contractor is advised that taxes or Social Security payments will not be withheld from any City payments issued hereunder and that the Job Order Contractor should make arrangements to directly pay such expenses, if any.

**16.11. No Delegation or Assignment.** Contractor shall not delegate any duty under this Contract, and no right or interest in this Contract shall be assigned by Contractor to any successor entity or third party, including but not limited to an affiliated successor or purchaser of Contractor or its assets, without prior written permission of the City. The City, at its option, may cancel this Contract in the event Contractor undertakes a delegation or assignment without first obtaining the City's written approval. Contractor agrees and acknowledges that it would not be unreasonable for the City to decline to approve a delegation or assignment that results in a material change to the services provided under this Contract or an increased cost to the City.

**16.12. Job Order Contractor/Supplier Contract.** The Job Order Contractor shall enter into written contracts with its subcontractor(s) and supplier(s), if any, and those written contracts shall be consistent with this Contract for Construction. It is the intent of the Owner and the Job Order Contractor that the obligations of the Job Order Contractor's subcontractor(s) and supplier(s), if any, inure to the benefit of the Owner and the Job Order Contractor, and that the Owner be a third-party beneficiary of the Job Order Contractor's agreements with its subcontractor(s) and supplier(s).

**16.12.1.** The Job Order Contractor shall make available to each subcontractor and supplier, if any, prior to the execution of written contracts with any of them, a copy of the pertinent portions of this Contract for Construction, including those portions of the Construction documents to which the subcontractor or supplier will be bound, and shall require that each subcontractor and supplier shall similarly make copies of applicable parts of such documents available to its respective subcontractor(s) and supplier(s).

**16.12.2.** The Job Order Contractor shall engage each of its subcontractor(s) and supplier(s) with written contracts which preserve and protect the rights of the Owner and include the acknowledgment and agreement of each subcontractor or supplier that the Owner is a third-party beneficiary of the contract. The Job Order Contractor's

agreements with its subcontractor(s) and supplier(s) shall require that in the event of default under, or termination of, this Contract for Construction, and upon request of the Owner, the Job Order Contractor's subcontractor(s) and supplier(s) will perform services for the Owner.

**16.12.3.** The Job Order Contractor shall include in its agreements with its subcontractor(s) and supplier(s) a provision which contains the acknowledgment and agreement of the subcontractor or supplier that it has received and reviewed the applicable terms, conditions and requirements of this Contract for Construction that are included by reference in its written contract with the Job Order Contractor, and that it will abide by those terms, conditions and requirements.

**16.13. Rights and Remedies.** No provision in this document or in the vendor's offer shall be construed, expressly or by implication, as waiver by the Owner of any existing or future right and/or remedy available by law in the event of any claim of default or breach of contract. The failure of the Owner to insist upon the strict performance of any term or condition of the contract or to exercise or delay the exercise of any right or remedy provided in the contract, or by law, or the Owner's acceptance of and payment for materials or services, shall not release the Job Order Contractor from any responsibilities or obligations imposed by this contract or by law, and shall not be deemed a waiver of any right of the Owner to insist upon the strict performance of the Contract.

**16.14. Overcharges By Antitrust Violations.** The Owner maintains that, in practice, overcharges resulting from antitrust violations are borne by the purchaser. Therefore, to the extent permitted by law, the Job Order Contractor hereby assigns to the Owner any and all claims for such overcharges as to the goods and services used to fulfill the Contract.

**16.15. Force Majeure.** Except for payment for sums due, neither party shall be liable to the other nor deemed in default under this Contract if and to the extent that such party's performance of this Contract is prevented by reason of force Majeure.

**16.15.1.** The term "*force majeure*" means an occurrence that is beyond the control of the party affected and occurs without its fault or negligence. Without limiting the foregoing, force majeure includes acts of God: acts of the public enemy; war; riots; strikes; mobilization; labor disputes; civil disorders; fire; floods; lockouts, injunctions-intervention-acts, or failures or refusals to act by government authority; and other similar occurrences beyond the control of the party declaring force majeure which such party is unable to prevent by exercising reasonable diligence. The force majeure shall be deemed to commence when the party declaring force majeure notifies the other party of the existence of the force majeure and shall be deemed to continue as long as the results or effects of the force majeure prevent the party from resuming performance in accordance with this Contract.

**16.15.2.** Force majeure shall not include the following occurrences: late delivery of equipment or materials caused by congestion at a manufacturer's plant or elsewhere, an oversold condition of the market, inefficiencies, or similar occurrences; late performance by a subcontractor unless the delay arises out of a force majeure occurrence in accordance with this Force Majeure term and Condition; or any delay or failure in performance by either party hereto shall not constitute default hereunder or give rise to any claim for damages or loss of anticipated profits if, and to the extent that such delay or failure is caused by force majeure. If either party is delayed at any time in the progress of the work by force majeure, then the delayed party shall notify the other party in writing of such delay within forty-eight (48) hours commencement thereof and shall specify the causes of such delay in such notice. Such notice shall be hand delivered or mailed *Certified-Return Receipt* and shall make a specific reference to this article, thereby invoking its provisions. The delayed party shall cause such delay to cease as soon as practicable and shall notify the other party in writing. The time of completion shall be extended by contract modification for a period of time equal to the time that the results or effects of such delay prevent the delayed party from performing in accordance with this contract.

**16.16. Right To Assurance.** Whenever one party to this contract in good faith has reason to question the other party's intent to perform he may demand that the other party give a written assurance of this intent to perform. In the event that a demand is made and no written assurance is given within five (5) days, the demanding party may treat this failure as an anticipatory repudiation of the Contract.

**16.17. Right To Audit Records.** The City may, at reasonable times and places, audit the books and records of any Contractor as related to any contract held with the City. This right to audit also empowers the City to inspect the papers of any Contractor or Subcontractor employee who works on this contract to ensure that the Contractor or Subcontractor is complying with the Contractor Immigration Warranty made pursuant to Paragraph 16.4 above.

**16.18. Warranties.** Job Order Contractor warrants that all material, service or construction delivered under this contract shall conform to the specifications of this contract. Unless otherwise stated in Job Order Contractor's response, the Owner is responsible for selecting items, their use, and the results obtained from any other items used with the items furnished under this contract. Mere receipt of shipment of the material/service specified and any inspection incidental thereto by the Owner shall not alter or affect the obligations of the Job Order Contractor or the rights of the Owner under the foregoing warranties. Additional warranty requirements may be set forth in the solicitation.

**16.19. Inspection.** All material and/or services are subject to inspection and acceptance by the Owner. Materials and/or services failing to conform to the specifications of this Contract will be held at Job Order Contractor's risk and may be returned to the Job Order Contractor. If so returned, all costs are the responsibility of the Job Order Contractor. The Owner may elect to do any or all of the following:

16.19.1. Waive the non-conformance.

16.19.2. Stop the work immediately.

16.19.3. Bring material into compliance.

16.19.4. This shall be accomplished by a written determination from the Owner.

**16.20. Title and Risk of Loss.** The title and risk of loss of material and/or service shall not pass to the Owner until the Owner actually receives the material or service at the point of delivery, unless otherwise provided within this Contract.

**16.21. No Replacement of Defective Tender.** Every tender of materials shall fully comply with all provisions of the Contract. If a tender is made which does not fully conform, this shall constitute a breach of the Contract as a whole.

**16.22. Shipment Under Reservation Prohibited.** Job Order Contractor is not authorized to ship materials under reservation and no tender of a bill of lading will operate as a tender of the materials.

**16.23. Liens.** All materials, service or construction shall be free of all liens, and if the Owner requests, a formal release of all liens shall be delivered to the Owner.

**16.24. Licenses.** shall maintain in current status, all Federal, State and Local licenses and created under this contract are the property of the Owner and shall not be used or released by the Job Order Contractor or any other person except with the prior written permission of the Owner.

**16.25. Patents and Copyrights.** All services, information, computer program elements, reports and other deliverables, which may be patented or copyrighted and created under this contract are the property of the Owner and shall not be used or released by the Job Order Contractor or any other person except with the prior written permission of the Owner.

**16.26. Cost of Bid/Proposal Preparation.** The Owner shall not reimburse the cost of developing presenting or providing any response to this solicitation. Offers submitted for consideration should be prepared simply and economically, providing adequate information in a straightforward and concise manner.

**16.27. Public Records.** All offers submitted in response to this solicitation shall become the property of the City and shall become a matter of public record available for review, subsequent to the award notification, in accordance with the City's Procurement Code. However, subsequent to the award of the contract, any information and documents obtained by the City during the course of an audit conducted in accordance with Paragraph 16.17 above for the purpose of determining compliance by Contractor or a Subcontractor with the Contractor Immigration Warranty mandated by Paragraph 16.4 above shall remain confidential and shall not be made available for public



review or produced in response to a public records request, unless the City is ordered or otherwise directed to do so by a court of competent jurisdiction.

**16.28. Advertising.** Job Order Contractor shall not advertise or publish information concerning this Contract, without prior written consent of the Owner.

**16.29. Delivery Orders.** The Owner shall issue a Purchase Order for the material and/or services covered by this contract. All such documents shall reference the contract number as indicated on the signature page of the contract

**16.30. Funding.** Any contract entered into by the Owner of Peoria is subject to funding availability. Fiscal years for the Owner of Peoria are July 1 to June 30. The Owner Council approves all budget requests. If a specific funding request is not approved, the contract shall be terminated.

**16.31. Federal Funding.** It is the responsibility of the Contractor to determine on any single job order project if federal wage rates will apply. It is also the responsibility of the Contractor to incorporate any necessary amounts in the bid to accommodate for required federal record keeping and necessary pay structures. The Contractor should contact the City of Peoria regarding any applicable Davis Bacon wage rates.

**16.31.1 Davis-Bacon Act - (40 U.S.C. §276a-276a-5).** All contracts or subsequent subcontracts for construction, alteration, renovation, or repair, including painting and decorating, of a public building or public work, or building or work, financed by federal funds which meets the \$2,000 threshold are required to pay the federal prevailing wage rate for each class of laborer or mechanic employed. Regulations applicable to grant-enabling statutes incorporating the Act can be found in 29 Code of Federal Regulations (CFR), Parts 1,3,5 and 7. These regulations stipulate that grant funds appropriated under statutes imposing the Davis-Bacon Act requirements shall not be paid to a grantee (the Department) until contractors or subcontractors performing work under the grant certify that they will comply with the Act's requirements. The Act also applies to any contract or subcontract for similar work on public grants from a federal agency, or where the federal government acts as guarantors of mortgages. The only exception is for the transportation of materials and supplies by persons who are not employed directly at the work site, but are employed solely to make deliveries to the work site.

Provider Agencies must ensure that contracts or subcontracts for any construction/alteration projects contain the wage determinations issued and that the appropriate clauses required by the Davis-Bacon regulations (29 CFR, section 5.5) are present. It should be made clear in any announcements of projects or RFPs that federal grant funds are being used and that Davis-Bacon will apply even if the federal government is not a party to the contract or subcontract. The prevailing wage must be paid regardless of any contractual relationship that may exist between a contractor or a subcontractor. Although the Department is not responsible to review sub-contracts for compliance, it has the right to require a prevailing wage.

Sanctions for post-certification violations include suspension of payment, advances, or guarantees of grant funds, and the forced restitution of wages that should have been paid and the removal of offending contractors or subcontractors from active employment lists.

Failure to comply can bring penalties that can be severe. The contractor or subcontractor and their sureties are liable for any excess costs for completing the work; the Department may withhold accruals to ensure payment of prevailing wages to the workers; the contract or subcontract may be terminated and/or the contractor or subcontractor may be debarred for a period of three years.

**16.32. A.R.S. Title 34 Provisions.**

**16.32.1.** The maximum dollar amount of an individual job order shall be Three Million Dollars (\$3,000,000) or such higher or lower amount prescribed by the Owner in an action notice pursuant to A.R.S. title 38, chapter 3, article 3.1 or a rule adopted by the Owner as the maximum amount of an individual job order. Requirements shall not be artificially divided or fragmented in order to constitute a job order that satisfies this requirement.

**16.32.2.** If the Job Order Contractor subcontracts or intends to subcontract part or all of the work under a job order and if this contract includes descriptions of standard individual tasks, standard unit prices for standard

individual tasks and pricing of job orders based on the number of units of standard individual tasks in the job order, then:

16.32.2.1. The Job Order Contractor has a duty to deliver promptly to each subcontractor invited to bid a coefficient to the Job Order Contractor to do all or part of the work under one or more job orders:

**16.32.2.1.1.** A copy of the descriptions of all standard individual tasks on which the subcontractor is invited to bid.

**16.32.2.1.2.** A copy of the standard unit prices for the individual tasks on which the subcontractor is invited to bid.

16.32.2.2. If not previously delivered to the subcontractor, the Job Order Contractor has a duty to deliver promptly the following to each subcontractor invited to or that has agreed to do any of the work included in any job order:

**16.32.2.2.1.** A copy of the description of each standard individual task that is included in the job order and that the subcontractor is invited to perform.

**16.32.2.2.2.** The number of units of each standard individual task that is included in the job order and that the subcontractor is invited to perform.

**16.32.2.2.3.** The standard unit price for each standard individual task that is included in the job order and that the subcontractor is invited to perform.

**16.32.3.** The Owner will include the full street or physical address of each separate location at which the construction will be performed for each individual Job Order. The Job Order Contractor (and on behalf of each subcontractor at any level) hereby agrees to include in each of its subcontracts the same address information. The Job Order Contractor and each subcontractor at any level shall include in each subcontract the full street or physical address of each separate location at which construction work will be performed.

**16.33 Prohibited Lobbying Activities.** The Offeror, his/her agent or representative shall not contact, orally or in any written form any City elected official or any City employee other than the Materials Management Division, the procuring department, City Manager, Deputy City Manager or City Attorney's office (for legal issues only) regarding the contents of this solicitation or the solicitation process commencing from receipt of a copy of this request for proposals and ending upon submission of a staff report for placement on a City Council agenda. The Materials Manager shall disqualify an Offeror's proposal for violation of this provision. This provision shall not prohibit an Offeror from petitioning an elected official after submission of a staff report for placement on a City Council agenda or engaging in any other protected first amendment activity after submission of a staff report for placement on a City Council agenda.

**16.34 Prohibited Political Contributions.** Consultant during the term of this Agreement shall not make a contribution reportable under Title 16, Chapter 6, Article 1, Arizona Revised Statutes to a candidate or candidate committee for any city elective office during the term of this Agreement. The City reserves the right to terminate the Agreement without penalty for any violation of this provision.

**16.35 Assurances of Compliance with Federal and State Laws.** If any single job order project is funded with federal grant funds, the Contractor shall be responsibility to incorporate any necessary amounts in the job quote to accommodate for required federal record keeping and necessary pay structures. The Contractor should contact the City of Peoria regarding any applicable Davis Bacon wage rates. During the performance of work under this contract the Contractor and all Subcontractors will be required to certify compliance with the following federal provisions:

**A. Equal Employment Opportunity. Comply with E.O. 11246,** "Equal Employment Opportunity," as amended by E.O. 11375, "Amending Executive Order 11246 Relating to Equal Employment Opportunity," and as supplemented by regulations at 41 C.F.R. Part 60, "Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor."

The Contractor will consider each applicant for employment on the basis of his or her qualifications for the job and without regard to race, color, religion, gender, marital status, age, or national origin. Nor will the Contractor

discriminate against any employee or applicant for employment because of physical or mental disability in regard to any position for which the employee or applicant for employment is qualified.

Every effort will be made to insure that appointments, promotions, reclassifications, transfers, compensation, training, layoffs, terminations or any other type of personnel actions are based on merit, fitness or other factors determined to be free of discrimination. Such action shall include, but not be limited to the following: employment, promotion, demotion or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The Contractor further agrees that this clause will be incorporated in all subcontracts with all labor organizations furnishing skilled, unskilled and union labor, or who may perform any such labor or services in connection with this contract. The Contractor further agrees that this clause will be incorporated in all subcontracts or job-consultant Contracts related to this Contract." The County, State and the Agency are beneficiaries of this Section and are entitled to enforce it. The Contractor shall also comply with all applicable local, state and federal fair employment laws and regulations.

- B. Davis-Bacon Act, as amended (40 U.S.C. § 276a to a-7).** When required by Federal program legislation, for all construction contracts of more than \$2,000, comply with the Davis-Bacon Act (40 U.S.C. §§ 276a to a-7) and as supplemented by Department of Labor regulations (29 C.F.R. Part 5, "Labor Standards Provisions Applicable to Contracts Governing Federally Financed and Assisted Construction"). Under this Act, contractors are required to pay wages to laborers and mechanics at a rate not less than the minimum wages specified in a wage determination made by the Secretary of Labor. In addition, contractors are required to pay wages not less than once a week. The Owner must place a copy of the current prevailing wage determination issued by the Department of Labor in each solicitation and the award of a contract will be conditioned upon the acceptance of the wage determination. The Owner must report all suspected or reported violations to the County, State, City of Peoria and the Granting Agency.
- C. Byrd Anti-Lobbying Amendment (31 U.S.C. § 1352).** For Contractors who apply or bid for an award of \$100,000 or more, file the required certification. Each tier certifies to the tier above that it will not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any Federal contract, grant or any other award covered by 31 U.S.C. § 1352. Each tier must also disclose any lobbying with non-Federal funds that takes place in connection with obtaining any Federal award. Such disclosures are forwarded from tier to tier up to the recipient.
- D. Anti-Lobbying Certification.** The Contractor certifies, to the best of his or her knowledge and belief that:
- 1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative agreement.
  - 2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress or an employee of a Member of Congress in connection with this Federal contract, grant, loan or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.
  - 3) The Contractor shall require that the language of this certification be included in the award documents for all sub-awards at all tiers (including subcontracts, sub-grants and contracts under grants, loans and cooperative agreements) and that all subcontractors shall certify and disclose accordingly.
  - 4) This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.
- E. Debarment and Suspension (E.O. 12549 and E.O. 12689).** Provide the required certificates regarding their exclusion status and that of their principal employees. No contract may be made to parties listed on the General

Services Administration's List of Parties Excluded from Federal Procurement or Nonprocurement Programs in accordance with E.O. 12549 and E.O. 12689, "Debarment and Suspension," as set forth in 24

C.F.R. Part 24. This list contains the names of parties debarred, suspended, or otherwise excluded by agencies, and Contractors declared ineligible under statutory or regulatory authority other than E.O. 12549. Contractors with awards that exceed the small purchase threshold may provide the required certification regarding their exclusion status and that of their principal employees.

**F. Drug-Free Workplace Requirements.** Comply with the Drug-Free Workplace Act of 1988 (42 U.S.C. § 701) and certify that they will comply with drug-free workplace requirements in accordance with the Act.

This certification is a material representation upon which reliance is placed by the U.S. Federal Agency in awarding the grant. If it is later determined that the grantee knowingly rendered a false certification, or otherwise violated the requirements of the Drug-Free Workplace Act, the U.S. Federal Agency, in addition to any other remedies available to the Federal Government, may take action authorized under the Drug-Free Workplace Act.

- 1) The Contractor certifies that it will provide a drug-free workplace by:
  - a. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession or use of a controlled substance is prohibited in the Contractor's workplace and specifying the actions that will be taken against employees for violation of such prohibition;
  - b. Informing employees about:
    1. The dangers of drug abuse in the workplace;
    2. The Contractor's policy of maintaining a drug-free workplace;
    3. Any available drug counseling, rehabilitation and employee assistance programs; and
    4. The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;
  - c. Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph (a);
  - d. Notifying the employee in the statement required by paragraph (a) that, as a condition of employment under the grant, the employee will:
    1. Abide by the terms of the statement; and
    2. Notify the employer of any criminal drug statute conviction for a violation occurring in the workplace no later than five days after such conviction;
- 2) Notifying U.S. Federal Agency within ten days after receiving notice under subparagraph (d)(2) from an employee of otherwise receiving actual notice of such conviction;
- 3) Taking one of the following actions, within 30 days of receiving notice under subparagraph (d)(2), with respect to any employee who is so convicted:
  - a. Taking appropriate personnel action against such an employee, up to and including termination; or
  - b. Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State or local health, law enforcement or other appropriate agency;
- 4) Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs (a), (b), (c), and (d).

**G. Compliance with Federal and State Immigration Laws.**

- 1) Contractor agrees to comply with the Immigration Reform and Control Act of 1986 (IRCA) in performance under this Agreement and to permit the City of Peoria or their agents to inspect personnel records to verify

such compliance. Contractor shall ensure and keep appropriate records to demonstrate that all employees have a legal right to live and work in the United States.

- 2) Under the provisions of A.R.S. §41-4401, Contractor hereby warrants to U.S. Federal Agency and the cities that the Contractor and each of its subcontractors will comply with, and are contractually obligated to comply with, all Federal Immigration laws and regulations that relate to the immigration status of their employees and the requirement to use E-Verify set forth in A.R.S. §23-214(A) (“Contractor Immigration Warranty”).
- 3) A breach of the Contractor Immigration Warranty shall constitute a material breach of this Agreement and shall subject the Contractor to penalties up to and including termination of this Agreement at the sole discretion of U.S. Federal Agency and/or the City of Peoria.
- 4) The U.S. Federal Agency and the City of Peoria retain the legal right to inspect the papers of any employee of Contractor or any subcontractor who works under this Agreement to ensure that the Contractor or Subcontractor is complying with the Contractor Immigration Warranty. Contractor agrees to assist U.S. Federal Agency and/or the City of Peoria in the conduct of any such inspections.
- 5) The U.S. Federal Agency or the City of Peoria may, at its sole discretion, conduct random verification of the employment records of the Contractor and any subcontractor to ensure compliance with the Contractor Immigration Warranty. Contractor agrees to assist the U.S. Federal Agency and/or the City of Peoria in performing any random verification performed.
- 6) Neither the Contractor nor any subcontractor shall be deemed to have materially breached the Contractor Immigration Warranty if the Contractor or subcontractor establishes that it has complied with the employment verification provisions prescribed by sections 274A and 274B of the Federal Immigration and Nationality Act and the E-Verify requirements prescribed by A.R.S. §23-214, Subsection A.
- 7) The provisions of this Article must be included in any contract the Contractor enters into with any and all of its subcontractor who provide services under this Contract or any subcontract. “Services” are defined as furnishing labor, time or effort in the State of Arizona by a Contractor or subcontractor. Services include construction or maintenance of any structure, building or transportation facility or improvement to real property.

**H. Asbestos Abatement.** The Contractor agrees to comply fully with the National Emission Standard for Hazardous Air Pollutants (NESHAP) asbestos regulation (Title 40 CFR, Part 61 Subpart M), the Maricopa County Air Pollution Control Regulations Rule 370, Section 301.8, and the Occupational Safety and Health Administration (OSHA) asbestos regulation (29 CFR 1926.1101 Asbestos).

**I. Access To Records And Records Retention.** The Contractor agrees as follows:

- 1) The Contractor agrees to permit the U.S. Federal Agency, the City of Peoria, U. S. Federal Agency, and the Office of the Inspector General and/or their designated representatives to have access to all any books, documents, papers and records of the Contractor or subcontractor which are directly pertinent to this Contract for the purpose of making audit, examination, excerpts and transcriptions.
- 2) The Contractor agrees to retain all records for at least six years following the "Official Closeout" date of the grant or the resolution of all audit findings, payments and all other pending matters whichever is later.

**J. Conflict Of Interest.** The undersigned is fully aware that this contract is wholly or partially federally funded, and certifies that:

- 1) There is no substantial interest, as defined by Arizona Statutes, with any public official, employee, agency, commission, or committee with the City of Peoria and the U.S. Federal Agency.
- 2) Any substantial interest, as defined by Arizona Statutes, with any public official, employee, agency, commission, or committee (including members of their immediate family) with the City of Peoria or the U.S. Federal Agency that develops at any time during this contract will be immediately disclosed to the City of Peoria and the U.S. Federal Agency.
- 3) The Contractor agrees to abide by the provisions of 24 CFR 570.611 with respect to conflicts of interest, and

covenants that it presently has no financial interest and shall not acquire any financial interest, direct or indirect, which would conflict in any manner or degree with the performance of services required under this Agreement. The Contractor further covenants that in the performance of this Agreement no person having such a financial interest shall be employed or retained by the Contractor hereunder. These conflict of interest provisions apply to any person who is an employee, agent, consultant, officer, or elected official or appointed official of the City of Peoria, or of any designated public agencies or Contractors which are receiving funds under the CDBG Entitlement program.

#### **K. Compliance with Civil Rights Act of 1964**

During the performance of this contract, the contractor agrees to comply with the following:

(i) Title VI of the Civil Rights Act of 1964 (Pub. L. 88-352, 42 U.S.C. Sec. 2000d), (ii) the Rehabilitation Act of 1973 (Pub. L. 93-1123, 87 Stat. 355, 29 U.S.C. Sec. 794), (iii) the Age Discrimination Act of 1975 (Pub. L. 94-135 Sec. 303, 89 Stat. 713, 728, 42 U.S.C. Sec. 6102), (iv) Section 13 of the Federal Water Pollution Control Act (Pub. L. 92-500, 33 U.S.C. Sec. 1251), and subsequent regulations, ensures access to facilities or programs regardless of race, color, national origin, sex, age or handicap.

#### **L. Termination for Convenience (43 CFR § 12.84)**

Except as provided in §12.83 awards may be terminated in whole or in part only as follows:

(a) By the awarding agency with the consent of the grantee or subgrantee in which case the two parties shall agree upon the termination conditions, including the effective date and in the case of partial termination, the portion to be terminated, or

(b) By the grantee or subgrantee upon written notification to the awarding agency, setting forth the reasons for such termination, the effective date, and in the case of partial termination, the portion to be terminated. However, if, in the case of a partial termination, the awarding agency determines that the remaining portion of the award will not accomplish the purposes for which the award was made, the awarding agency may terminate the award in its entirety under either §12.83 or paragraph (a) of this section.

#### **M. Equal Employment Opportunity (41 CFR § 60-1.4)**

During the performance of this contract, the contractor agrees as follows:

(1) The contractor will not discriminate against any employee or applicant for employment because of race, color, religion, sex, or national origin. The contractor will take affirmative action to ensure that applicants are employed, and that employees are treated during employment, without regard to their race, color, religion, sex, or national origin. Such action shall include, but not be limited to the following: Employment, upgrading, demotion, or transfer, recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the contracting officer setting forth the provisions of this nondiscrimination clause.

(2) The contractor will, in all solicitations or advertisements for employees placed by or on behalf of the contractor, state that all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, or national origin.

(3) The contractor will send to each labor union or representative of workers with which he has a collective bargaining agreement or other contract or understanding, a notice to be provided by the agency contracting officer, advising the labor union or workers' representative of the contractor's commitments under section 202 of Executive Order 11246 of September 24, 1965, and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

(4) The contractor will comply with all provisions of Executive Order 11246 of September 24, 1965, and of the rules, regulations, and relevant orders of the Secretary of Labor.

(5) The contractor will furnish all information and reports required by Executive Order 11246 of September 24, 1965, and by the rules, regulations, and orders of the Secretary of Labor, or pursuant thereto, and will permit access to his

books, records, and accounts by the contracting agency and the Secretary of Labor for purposes of investigation to ascertain compliance with such rules, regulations, and orders.

(6) In the event of the contractor's non-compliance with the nondiscrimination clauses of this contract or with any of such rules, regulations, or orders, this contract may be canceled, terminated or suspended in whole or in part and the contractor may be declared ineligible for further Government contracts in accordance with procedures authorized in Executive Order 11246 of September 24, 1965, and such other sanctions may be imposed and remedies invoked as provided in Executive Order 11246 of September 24, 1965, or by rule, regulation, or order of the Secretary of Labor, or as otherwise provided by law.

(7) the contractor will include the provisions of paragraphs (1) through (7) in every subcontract or purchase order unless exempted by rules, regulations, or orders of the Secretary of Labor issued pursuant to section 204 of Executive Order 11246 of September 24, 1965, so that such provisions will be binding upon each subcontractor or vendor. The contractor will take such action with respect to any subcontract or purchase order as may be directed by the Secretary of Labor as a means of enforcing such provisions including sanctions for noncompliance: Provided, however, that in the event the contractor becomes involved in, or is threatened with, litigation with a subcontractor or vendor as a result of such direction, the contractor may request the United States to enter into such litigation to protect the interests of the United States.

- N. Compliance with Copeland Act Requirements.** The Contractor shall comply with the Copeland "Anti-Kickback" Act (18 U.S.C. 874), as supplemented by Department of Labor regulations (29 CFR part 3, "Contractors and Subcontractors on Public Building or Public Work Financed in Whole or in Part by Loans or Grants from the United States"). The Act provides that each contractor or subrecipient shall be prohibited from inducing, by any means, any person employed in the construction, completion, or repair of public work, to give up any part of the compensation to which he is otherwise entitled. The recipient shall report all suspected or reported violations to the Federal awarding agency.
- O. Contract Work Hours and Safety Standards Act.** Contractor shall comply with Sections 102 and 107 of the Contract Work Hours and Safety Standards Act (40 U.S.C. 327-330), as supplemented by Department of Labor regulations (29 CFR part 5). Under Section 102 of the Act, each contractor shall be required to compute the wages of every mechanic and laborer on the basis of a standard work week of 40 hours. Work in excess of the standard work week is permissible provided that the worker is compensated at a rate of not less than 1 ½ times the basic rate of pay for all hours worked in excess of 40 hours in the work week. Section 107 of the Act is applicable to construction work and provides that no laborer or mechanic shall be required to work in surroundings or under working conditions which are unsanitary, hazardous or dangerous. These requirements do not apply to the purchases of supplies or materials or articles ordinarily available on the open market, or contracts for transportation or transmission of intelligence.
- P. Patent Rights (43 CFR Part 12).** Contractor shall comply with federal requirements (CFR 43, Part 12, Subpart C—Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments and regulations pertaining to patent rights with respect to any discovery or invention which arises or is developed in the course of or under such contract.
- Q. Copyrights (43 CFR § 12.74).** The Federal awarding agency reserves a royalty-free, nonexclusive, and irrevocable license to reproduce, publish or otherwise use, and to authorize others to use, for Federal Government purposes:
- (1) The copyright in any work developed under a grant, subgrant, or contract under a grant or subgrant; and
  - (2) Any rights of copyright to which a grantee, subgrantee or a contractor purchases ownership with grant support.
- R. Audit Practices (43 CFR Part 12).** The contractor agrees access by the grantee, the subgrantee, the Federal grantor agency, the Comptroller General of the United States, or any of their duly authorized representatives to any books, documents, papers, and records of the contractor which are directly pertinent to that specific contract for the purpose of making audit, examination, excerpts, and transcriptions.
- S. Retention of Records (43 CFR Part 12).** The contractor agrees to retain all required records for three years after grantees or sub-grantees make final payments and all other pending matters are closed.
- T. Clean Air Act, Clean Water Act, and EPA Regulations.** Consultant shall comply with all applicable standards, orders, or requirements issued under section 306 of the Clean Air Act (42 U.S.C. 1857(h)), section 508 of the Clean

Water Act (33 U.S.C. 1368), Executive Order 11738, and Environmental Protection Agency regulations (40 CFR part 15).

- U. Energy Policy and Conservation Act.** Consultant shall comply with all mandatory standards and policies relating to energy efficiency which are contained in the State energy conservation plan issued in compliance with the Energy Policy and Conservation Act (Pub. L. 94-163, 89 Stat. 871).
- V. System For Award Management Maintenance (48 CFR 52.204-13).** The Contractor is required to properly register and maintain an updated registration with the System for Award Management (SAM) database, which is the primary Government repository for prospective Federal awardee information and the centralized system for certain contracting, grants, and other assistance-related processes.

(a) Definition. As used in this clause--

"Data Universal Numbering System (DUNS) number" means the 9-digit number assigned by Dun and Bradstreet, Inc. (D&B) to identify unique business entities, which is used as the identification number for Federal Contractors.

"Data Universal Numbering System+4 (DUNS+4) number" means the DUNS number assigned by D&B plus a 4-character suffix that may be assigned by a business concern. (D&B has no affiliation with this 4-character suffix.) This 4-character suffix may be assigned at the discretion of the business concern to establish additional SAM records for identifying alternative Electronic Funds Transfer (EFT) accounts (see the FAR at subpart 32.11) for the same concern.

"Registered in the System for Award Management (SAM) database" means that--

- (1) The Contractor has entered all mandatory information, including the DUNS number or the DUNS+4 number, the Contractor and government Entity (CAGE) code, as well as data required by the Federal Funding Accountability and Transparency Act of 2006 (see subpart 4.14), into the SAM database;
- (2) The Contractor has completed the Core, Assertions, Representations and Certifications, and Points of Contact sections of the registration in the SAM database;
- (3) The Government has validated all mandatory data fields, to include validation of the Taxpayer Identification Number (TIN) with the Internal Revenue Service (IRS). The Contractor will be required to provide consent for TIN validation to the Government as a part of the SAM registration process; and
- (4) The Government has marked the record "Active".

"System for Award Management (SAM)" means the primary Government repository for prospective Federal awardee and Federal awardee information and the centralized Government system for certain contracting, grants, and other assistance-related processes. It includes--

- (1) Data collected from prospective Federal awardees required for the conduct of business with the Government;
- (2) Prospective contractor-submitted annual representations and certifications in accordance with FAR subpart 4.12; and
- (3) Identification of those parties excluded from receiving Federal contracts, certain subcontracts, and certain types of Federal financial and non-financial assistance and benefits.

(b) The Contractor is responsible for the accuracy and completeness of the data within the SAM database, and for any liability resulting from the Government's reliance on inaccurate or incomplete data. To remain registered in the SAM database after the initial registration, the Contractor is required to review and update on an annual basis, from the date of initial registration or subsequent updates, its information in the SAM database to ensure it is current, accurate and complete. Updating information in the SAM does not alter the terms and conditions of this contract and is not a substitute for a properly executed contractual document.

(c)(1)(i) If a Contractor has legally changed its business name, doing business as name, or division name (whichever is shown on the contract), or has transferred the assets used in performing the contract, but has not completed the necessary requirements regarding novation and change-of-name agreements in subpart 42.12, the Contractor shall provide the responsible Contracting Officer a minimum of one business day's written notification of its intention to--



(A) Change the name in the SAM database;

(B) Comply with the requirements of subpart 42.12 of the FAR; and

(C) Agree in writing to the timeline and procedures specified by the responsible Contracting Officer. The Contractor shall provide with the notification sufficient documentation to support he legally changed name.

(ii) If the Contractor fails to comply with the requirements of paragraph (c)(1)(i) of this clause, or fails to perform the agreement at paragraph (c)(1)(i)(C) of this clause, and, in the absence of a properly executed novation or change-of-name agreement, the SAM information that shows the Contractor to be other than the Contractor indicated in the contract will be considered to be incorrect information within the meaning of the "Suspension of Payment" paragraph of the electronic funds transfer (EFT) clause of this contract.

(2) The Contractor shall not change the name or address for EFT payments or manual payments, as appropriate, in the SAM record to reflect an assignee for the purpose of assignment of claims (see FAR subpart 32.8, Assignment of Claims). Assignees shall be separately registered in the SAM. Information provided to the Contractor's SAM record that indicates payments, including those made by EFT, to an ultimate recipient other than that Contractor will be considered to be incorrect information within the meaning of the "Suspension of Payment" paragraph of the EFT clause of this contract.

(3) The Contractor shall ensure that the DUNS number is maintained with Dun & Bradstreet throughout the life of the contract. The Contractor shall communicate any change to the DUNS number to the Contracting Officer within 30 days after the change, so an appropriate modification can be issued to update the data on the contract. A change in the DUNS number does not necessarily require a novation be accomplished. Dun & Bradstreet may be contacted—

(i) Via the internet at <http://fedgov.dnb.com/webform> or if the Contractor does not have internet access, it may call Dun and Bradstreet at 1-866-705-5711 if located within the United States; or

(ii) If located outside the United States, by contacting the local Dun and Bradstreet office.

(d) Contractors may obtain additional information on registration and annual confirmation requirements at <https://www.acquisition.gov>.

#### **W. Contract Work Hours and Safety Standards Act -- Overtime Compensation.**

(a) *Overtime requirements.* No Contractor or subcontractor employing laborers or mechanics (see Federal Acquisition Regulation 22.300) shall require or permit them to work over 40 hours in any workweek unless they are paid at least 1 and 1/2 times the basic rate of pay for each hour worked over 40 hours.

(b) *Violation; liability for unpaid wages; liquidated damages.* The responsible Contractor and subcontractor are liable for unpaid wages if they violate the terms in paragraph (a) of this clause. In addition, the Contractor and subcontractor are liable for liquidated damages payable to the Government. The Contracting Officer will assess liquidated damages at the rate of \$10 per affected employee for each calendar day on which the employer required or permitted the employee to work in excess of the standard workweek of 40 hours without payment of the overtime wages required by the Contract Work Hours and Safety Standards Act.

(c) *Withholding for unpaid wages and liquidated damages.* The Contracting Officer will withhold from payments due under the contract sufficient funds required to satisfy any Contractor or subcontractor liabilities for unpaid wages and liquidated damages. If amounts withheld under the contract are insufficient to satisfy Contractor or subcontractor liabilities, the Contracting Officer will withhold payments from other Federal or Federally assisted contracts held by the same Contractor that are subject to the Contract Work Hours and Safety Standards Act.

(d) *Payrolls and basic records.*

(1) The Contractor and its subcontractors shall maintain payrolls and basic payroll records for all laborers and mechanics working on the contract during the contract and shall make them available to the Government until 3 years after contract completion. The records shall contain the name and address of each employee, social security number, labor classifications, hourly rates of wages paid, daily and weekly number of hours worked, deductions made, and actual wages paid. The records need not duplicate those required for construction work by Department of Labor regulations at 29 CFR 5.5(a)(3) implementing the Davis-Bacon Act.

(2) The Contractor and its subcontractors shall allow authorized representatives of the Contracting Officer or the Department of Labor to inspect, copy, or transcribe records maintained under paragraph (d)(1) of this clause. The Contractor or subcontractor also shall allow authorized representatives of the Contracting Officer or Department of Labor to interview employees in the workplace during working hours.

(e) *Subcontracts.* The Contractor shall insert the provisions set forth in paragraphs (a) through (d) of this clause in subcontracts may require or involve the employment of laborers and mechanics and require subcontractors to include these provisions in any such lower-tier subcontracts. The Contractor shall be responsible for compliance by any subcontractor or lower-tier subcontractor with the provisions set forth in paragraphs (a) through (d) of this clause.

## ATTACHMENTS

Attachment A	JOC General Scope of Services
Attachment B	SIQ & Contractor's Response
Attachment C	JOC Cost Proposal Forms (Pricing Matrix, Project Cost Sheet)
Attachment D	Contractor's Contacts (Contact List & Authorized Signature Form)

**ATTACHMENT A**  
**JOC General Scope of Services**

**1.0 GENERAL INFORMATION**

1.1 This is a fixed price, indefinite quantity type Contract for the performance of various General Building Construction projects on an as-needed basis as may be required by Owner. The specific work requirements will be identified in Job Orders to be issued by Owner.

1.2 Depending on what is required by the Individual Job Order Agreement, the type of Contract will be either "Lump Sum Fixed Price" or "Guaranteed Maximum Price (with savings returned to owner)".

**2.0 DOCUMENTS**

2.1 The currently applicable pricing structure contains pricing information for the Work to be accomplished in the pricing matrix specified. The Pricing matrix can only be updated at time of yearly contract renewal by mutually agreeable change order. Previously issued Job Orders and changes will not be retroactively re-priced although any changes priced after receipt of an update will be priced by the updated version of the new pricing matrix.

2.2 The construction specifications in effect at Contract signing, and provided to the Job Order Contractor, shall be the specifications under this Contract.

**3.0 WORK AUTHORIZATION**

Any Work required under this Contract shall be authorized by issuance of formal, written Job Orders, as follows:

3.1 As the need exists (as determined by Owner) for performance under the terms of this Contract, Owner will notify Job Order Contractor of an existing requirement.

3.2 Upon the receipt of this notification, Job Order Contractor shall respond within two (2) working days, or as otherwise agreed, by:

3.2.1 Visiting the proposed site in the company of Owner, or;

3.2.2 Establishing contact with Owner to further define the scope of the requirement.

3.3 After mutual agreement on the scope of the individual requirement, Job Order Contractor shall then prepare a proposal for accomplishment of the task unless Job Order Contractor, in its sole discretion, elects not to undertake the Work. If the Work is declined, Job Order Contractor will so notify Owner in a timely manner.

3.4 The price matrix shall serve as the basis for establishing the value of the Work to be performed.

3.5 Job Order Contractor's proposal shall be submitted within ten (10) working days unless otherwise agreed.

3.6 Upon receipt of Job Order Contractor's proposal, Owner will review the proposal for completeness and will reach agreement with Job Order Contractor on pricing, schedule, and all other terms, prior to issuance of a Job Order.

3.7 In the event Owner does not issue a Job Order after receipt of Job Order Contractor's proposal, Owner is not obligated to reimburse Job Order Contractor for any costs incurred in the preparation of the proposal, except as noted in § 4.3.

**4.0 SCHEDULING OF WORK**

4.1 For each Job Order, Owner will issue a Notice to Proceed. The first day of performance under a Job Order shall be the effective date specified in the Notice to Proceed. Any preliminary work started or material ordered or purchased before receipt of the Notice to Proceed shall be at the risk and expense of Job Order Contractor. Job Order Contractor shall diligently prosecute the Work to completion within the time set forth in the Job Order. The period

of performance includes allowance for mobilization, holidays, weekend days, normal inclement weather, and cleanup. Therefore, claims for delay based on these elements will not be allowed. When Job Order Contractor considers the Work complete and ready for its intended use, Job Order Contractor shall request Owner to inspect the Work to determine the status of completion. When Owner determines the Work to be Punch List Prepared as defined in Article 1, Owner will provide Contractor with a list of items to be completed or corrected prior to final payment for the Job Order. Job Order Contractor shall proceed promptly to complete and correct items on the list.

4.2 Job placement of materials and equipment shall be made with a minimum of interference to Owner operations and personnel.

4.3 Furniture and portable office equipment in the immediate work area will be moved by Job Order Contractor and replaced to its original location. If the furniture and portable office equipment cannot be replaced to its original location, Owner will designate new locations. If furniture and portable office equipment (or other items) must be moved and/or stored outside the immediate area, Owner will compensate Job Order Contractor for any such transportation and storage costs incurred.

4.4 Job Order Contractor shall take all precautions to ensure that no damage will result from its operations to private or public property. All damages shall be repaired or replaced by Job Order Contractor at no cost to Owner.

4.5 Job Order Contractor shall be responsible for providing all necessary traffic control, such as street blockages, traffic cones, flagmen, etc., as required for each Job Order. Proposed traffic control methods shall be submitted to Owner for approval.

## **5.0 QUALITY ASSURANCE/QUALITY CONTROL PROGRAM**

5.1 Job Order Contractor shall submit, for Owner approval, a Quality Assurance/Quality Control Plan within fifteen (15) calendar days after issuance of the initial Job Order. This plan should address all aspects of quality control including responsibility for surveillance of work, documentation, trend analysis, corrective action and interface with Owner's inspectors.

## **6.0 DESIGN**

6.1 In accordance with the provisions of ARS § 34-602 & 603, the City may require the Job Order Contractor to contract with one or more Design Professionals to provide architectural or engineering design of the Project.

6.2 As an alternative to § 6.1, and in accordance with the provisions of ARS § 34-602 & 603, the City may elect to contract separately with one or more Design Professionals to provide architectural or engineering design of the Project.

6.3 Whether the City or the Job Order contractor contracts with the Design Professional, it is expected that some or all of the following services will be provided during the performance of the work:

6.3.1 The Design Professional will provide administration of the work. The City and the Contractor will endeavor to communicate through the Design Professional. Communications by and with the Design Professionals' consultants will be through the Design Professional.

6.3.2 The Design Professional will visit the Site at intervals appropriate to the stage of construction to become generally familiar with the progress and quality of the completed work and to determine in general if the work is being performed in accordance with the contract documents. The Design Professional will keep the City informed of progress of the work and will endeavor to guard the City against defects and deficiencies in the work.

6.3.3 Upon the Job Order Contractor's submittals, the Design professional will review and approve or take other appropriate action on submittals as Shop Drawings, Product Data, and Samples.

6.3.4 All drawings produced for projects under this contract are the property of the City, and are owned in whole by the City for any and all future use and considerations.

## **7.0 PROJECT AS-BUILTS**

7.1 An individual Job Order's scale, complexity, and proximity to agency rights-of-way will determine the specific as-built requirements for each individual job order project. Unless otherwise determined at the time of the job order award that project as-builts will not be required, the Job Order Contractor shall assume that they must satisfy the as-built requirements of both the City of Peoria as the permitting agency and the City of Peoria as the project owner. For river trail and trailhead projects, additional as-built requirements may be imposed by the Flood Control District of Maricopa County and the Arizona Department of Transportation.

7.2 To satisfy the requirements of the City of Peoria as the permitting agency, the Job Order Contractor shall retain the services of an Arizona Registered Land Surveyor to as-built the constructed condition of all grading, drainage, hardscape, and underground utility civil improvements. The Job Order Contractor will be required to meet the requirements of Chapter 7 of the City of Peoria Infrastructure Development Design Guidelines and shall make the required submissions to the permitting agency sufficiently in advance of Final Completion.

7.3 To satisfy the requirements of the City of Peoria as the owner, the Job Order Contractor shall prepare industry standard redline as-built drawings on a clean print of the construction documents or relevant shop drawing. The Job Order Contractor shall neatly mark and post to these drawings any clarification or scope changing documents issued by the design professional and shall neatly mark the drawings to indicate variances from the designed condition. The Job Order Contractor shall submit the as-built documents to the job order project manager for review, correction, and approval sufficiently in advance of Final Completion.

## **8.0 UTILITY COMPANY COORDINATION**

8.1 Unless specifically excluded by the Individual Job Order Agreement, the Job Order Contractor will be responsible for coordinating with utility design work for permanent service to the project and will ensure that the work takes place in a timely manner and does not impact the project schedule. Any utility design fees for permanent services to a project will be paid by the City.

## **9.0 TEMPORARY SANITATION FACILITIES**

9.1 The Contractor shall provide ample toilet facilities with proper enclosures for the use of workmen employed on the work site. Toilet facilities shall be installed and maintained in conformity with all applicable state and local laws, codes, regulations and ordinances. They shall be properly lit and ventilated, and kept clean at all times.

9.2 Adequate and satisfactory drinking water shall be provided at all times and under no circumstances and under no conditions will the use of common cups be permitted. The Contractor must supply sanitary drinking cups for the benefit of all employees.

## **10.0 DUST CONTROL AND WATER**

10.1 The dust control measures shall be in accordance with the requirements of the "*Maricopa County Health Department Air Pollution Control Regulations*," namely Regulation II, Rule 21, subparagraph C and Regulation III, Rule 310 shall be rigidly observed and enforced. Water or other approved dust palliative in sufficient quantities shall be applied during all phases of construction involving open earthwork to prevent unnecessary discharge of dust and dirt into the air. The Contractor shall be responsible for compliance with these regulations. A Notice to Proceed will not be issued until the City of Peoria has received a copy of the Contractor's Dust Control Permit and Plan.

10.2 The Contractor shall be required to obtain the necessary permit and all pertinent information from the Maricopa County Air Pollution Control Bureau, 2406 S. 24th Street #E-214, Phoenix, Arizona, (602) 506-6700 extension 372.

10.3 The Contractor shall keep suitable equipment on hand at the job site for maintaining dust control on the project streets, and shall employ sufficient labor, materials and equipment for that purpose at all times during the project to the satisfaction of the City Engineer.

10.4 Watering shall conform to the provisions of Section 225 of the MAG Standard Specifications. The cost of watering will be included in the price bid for the construction operation to which such watering is incidental or appurtenant.

10.5 Installation and removal of fire hydrant meters should be scheduled at least forty-eight (48) hours in advance through the City of Peoria Utilities Division at (623) 773-7160. A \$1,000 deposit is required for each meter. An additional \$28.00 service fee is also required. The cost of the water is at the prevailing rate.

## **11.0 ELECTRICITY**

11.1 Except for remote locations or unless otherwise specified in a Job Order, Owner shall furnish to Job Order Contractor from existing Owner facilities and without cost to Job Order Contractor, electricity necessary for the performance of work under this Contract. It is the responsibility of Job Order Contractor to determine the extent to which existing Owner electrical facilities are adequate for the needs of this Contract.

11.2 Upon completion of this Contract the removal of all taps, connections and accessories will be accomplished by and at the expense of Job Order Contractor, and costs included in the Job Order Proposal, so as to leave the electrical power source and facility in its original condition. Such removal shall also be subject to the approval of Owner.

## **12.0 WORK BY OWNER**

Owner reserves the right to undertake or award Contracts for the performance of the same or similar type work contemplated herein, and to do so will not breach or otherwise violate the Contract.

**ATTACHMENT B**

**SIQ & Contractor's Response**

**(See Attached)**





## STATEMENT OF QUALIFICATIONS

Solicitation Number: **P19-0034**

### Materials Management Procurement

9875 N. 85<sup>th</sup> Ave., 2<sup>nd</sup> Fl.  
Peoria, Arizona 85345-6560  
Phone: (623) 773-7115  
Fax: (623) 773-7118

# REQUEST FOR STATEMENT OF QUALIFICATIONS (SOQ)

JOB ORDER CONTRACTING

FOR

**General Building Construction**

**SOLICITATION NUMBER: P19-0034**

### Due Date:

**January 24, 2019 by 5:00 PM Arizona Time**

### Pre-Submittal Meeting:

January 16, 2019 @ 9:00 AM Arizona Time

### Point of Contact:

Terry Andersen

Contract Officer

[teresa.andersen@peoriaaz.gov](mailto:teresa.andersen@peoriaaz.gov)

623-773-7115



# STATEMENT OF QUALIFICATIONS

**Materials Management  
Procurement**  
9875 N. 85<sup>th</sup> Ave., 2<sup>nd</sup> Fl.  
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Phone: (623) 773-7115  
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Solicitation Number: **P19-0034**

## SECTION 1 – INTRODUCTION

### **1.1 Introduction**

The City of Peoria Arizona is seeking experienced licensed contractors for general building construction projects of varying sizes and complexities on an as-needed basis at various project locations throughout the City of Peoria utilizing Job Order Contracting (JOC) project delivery method.

The individual job order maximum amount is \$3,000,000. Pricing shall be negotiated fee. It is the intent of the City of Peoria to select two (2) contractors for contract award, each being skilled at projects up to the maximum job order value and capable of multiple concurrent projects. The initial term of the JOC will be for a minimum of one (1) year and may be renewed up to four (4) additional one-year terms. Renewal of the contract will be based on the successful performance of the JOC Contractor and the needs of the City.

During the term of the JOC, work is performed as a series of individual job orders. Individual projects may require the expenditure approval of Peoria City Council. Each job order, initiated by the owner, is defined cooperatively by the owner and contractor. A scope, schedule and price are negotiated and agreed upon. Then the contractor is directed to proceed with the work. Job Order Contractors will be expected to deliver turn-key projects which may include ancillary design, pre-construction services, permit management, competitively bid construction work, and the preparation of project close-out documents.

### **1.2 Cooperative Purchasing**

Any contract resulting from this solicitation shall be for the use of the City of Peoria. In addition, specific eligible political subdivisions and nonprofit educational or public health institutions may also participate at their discretion. In order to participate in any resultant contract, a political subdivision or nonprofit educational or public health institution must have been invited to participate in this specific solicitation and the contractor must be in agreement with the cooperative transaction. In addition to cooperative purchasing, any eligible agency may elect to participate (piggyback) on any resultant contract; the specific eligible political subdivision, nonprofit educational or public health institution and the contractor must be in agreement. Any orders placed to the successful contractor will be placed by the specific agencies participating in this purchase. Payment for purchases made under this agreement will be the sole responsibility of each participating agency. The City shall not be responsible for any disputes arising out of transactions made by others.

### **1.3 Project Budget**

The City of Peoria Capital Improvement Program (CIP) identifies current funding for projects in fiscal year 2019 and shows planned projects for the next ten (10) years. A copy of the CIP can be viewed at <https://www.peoriaaz.gov/government/departments/management-and-budget>. The approved FY2019 budget is available to fund various projects utilizing the awarded JOC



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contract. Projects may extend into the next fiscal year and beyond but in no instance will any one project under this JOC exceed \$3,000,000.

## **SECTION 2 – PROJECT DESCRIPTION & SCOPE OF WORK**

### **2.1 Description**

This Job Order Contract is issued to assist the City of Peoria with the design, permitting, and construction of various general building construction projects. General building construction projects may include new building construction, existing building major renovations, existing building tenant improvements, and site improvements directly related to a building project (examples: grading, drainage, underground utilities, hardscape, and landscape). The general building construction JOC may also be utilized for projects where a general contractor can add value by managing primary and secondary scope components associated with building or site technical system upgrades (examples: HVAC system modifications, electrical service modifications, solar system installations, life safety system upgrades, or similar).

The general building construction projects are most likely to occur within occupied buildings or on active multi-building campuses, each requiring appreciable experience in managing construction logistics including occupant and pedestrian safety, construction staging, just-in-time materials delivery, off-hours construction, trade parking, and disciplined construction waste management.

Interested contractors must have the ability to show related experience and a proven track record in delivering successful projects of the same nature and magnitude. The selected contractors will be expected to provide experienced project management to manage projects from the project's initial inception and scoping through regulatory approvals, construction, and project close-out.

The City of Peoria has elected to use the JOC delivery method for these projects as outlined under A.R.S. Title 34. Cost effective construction in the shortest possible timeframe and within the City's tolerance of financial risk will be the guiding principles behind the projects.

### **2.2 Scope of Work**

Interested contractors must possess experience in the following areas:

**Permit Management:** The attainment of permits from any and all jurisdictions which the project may require, including but not limited to the City of Peoria and Maricopa County.

**Construction:** The physical construction of the work, through competitive subcontractor selection/bidding and/or self-performance as dictated by the unique needs of each individual project.

**Cost Proposals:** Upon the request of the owner, project cost proposals may be submitted either



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as a lump sum or as a Guaranteed Maximum Price (GMP). GMP cost proposals shall be “open book” with full transparency provided to the Owner and any project allowance savings will be returned to the Owner at the end of the project.

**Federal Compliance:** Where federal monies are utilized, the scope shall include prevailing wage compliance as per the Davis Bacon Act and submission of weekly certified payroll. The City of Peoria will notify the contractor if federal grants are utilized.

**Project Close-Out:** The preparation, maintenance, or modification of the Owner’s project close-out documentation including, but not limited to: RLS certified survey as-builts, CAD updates to as-built documents, operations and maintenance manuals, warranty manuals, turnover of certified payroll documentation (federal projects only), City, County, State, or Federal agency special close-out requirements, and maintenance personnel training (if applicable).

**Depending on the scale of the projects under this JOC, experience in the following areas may also apply:**

**Professional Services:** The contracting of professional design services from licensed Arizona professionals of one or more of the following disciplines typically associated with general building construction: geotechnical, land survey, environmental, civil, landscape, architecture, structural, plumbing, mechanical, electrical, fire protection, and fire alarm; and/or the contracting of specialty disciplines including: acoustical, kitchen equipment, furnishings, environmental, audio visual, security, or similar. When the professional services are not provided by the Owner, the Contractor may be required to possess Professional Liability Insurance. The single project limit of \$3,000,000 shall be inclusive of professional services fees when acquired under this JOC agreement.

**Preconstruction Services:** The management of design consultants (when included under the JOC), public engagement, construction cost estimating, constructability review, and value engineering as required to achieve the City’s project budget.

### 2.3 General Information

The successful JOC contractors will have documented established successful work relationships with various qualified subcontractors, engineering professionals, and a basic knowledge of JOC project delivery methods. The specific work associated with each job order shall be mutually agreed upon and issued by the City.

For any project determined by the City to be appropriate for this Job Order Contract, the City will request that the contractor prepare a scope of work, cost proposal, project schedule and back-up supporting documentation. If acceptable, the City will issue a Job Order, at which time the parties will execute an individual job order specifying the cost and completion schedule for that project. Although the City anticipates that the JOC Contractor will be issued work, the Contractor is neither guaranteed a minimum amount of work nor any jobs at all. The



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City reserves the right and will issue job orders based on ability of the contractor to meet the City's work schedule and the availability of trades and expertise in relation to each project.

All construction shall conform to the latest Federal, State, and City of Peoria adopted building codes, planning ordinances, and accessibility (ADA) standards; the Uniform Standard Specifications and Details for Public Works Construction published by the Maricopa Association of Governments (MAG) together with the City of Peoria Development Infrastructure Guidelines; Specifications and City of Peoria Supplemental to MAG Uniform Standard Details; and the construction documents (plans and specifications) associated with each Job Order.

### **SECTION 3 - STATEMENT OF QUALIFICATIONS**

**3.1 SOQ Format:** The JOC contractors will be selected through a qualifications-based selection process based on the evaluation criteria outlined herein. The contractors selected will be the contractors whose SOQ's are responsive, responsible, and are the most advantageous to City, as determined by City in its sole discretion. The City reserves the right to add, delete, or modify any part of this solicitation at City's sole discretion.

Interested Contractors must submit a Statement of Qualifications (SOQ) that addresses the points as outlined.

SOQ's should be assembled in the relative order as outlined below:

#### **A. Method of Approach to Performing the Required Services**

1. Describe your company's experience and approach to scoping and estimating potential job order projects. What efforts would your company initiate to achieve the project budget and schedule during the negotiation process.
2. Describe how your company will manage a diverse program of job order projects initiated by multiple departments, each with differing levels of owner engagement and/or project management, and all with important deadlines.
3. Describe your company's approach to managing, and illustrating the project's schedule, from project inception through design (if required), permitting, construction, and close-out. Who will specifically prepare and update the schedule?
4. Discuss the key components and advantages of your company's selection process for subcontractors. Demonstrate your understanding of the City's requirement that subcontractor selection must be based on qualifications alone or a combination of qualifications and price, not on price alone. Provide a detailed proposed Subcontractor Selection Plan attached as an Appendix.



## STATEMENT OF QUALIFICATIONS

Solicitation Number: **P19-0034**

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5. Discuss your company's intentions regarding self-performance for each Job Order and indicate the average percentage (%) of self-performance for the projects your company currently has underway or has completed in the last 24 months.

### **B. Experience & Qualifications of the Contractor**

1. List the Arizona professional and contractor license(s) held by your company. Provide the license number and explain if held by an individual or the company.
2. Describe any unique or specialty skills, services or equipment that your company possesses that you believe add value to a project and may differentiate your company from another.
3. Describe the scale and complexity of the projects routinely undertaken by your company.
4. Describe how your company manages its resources between projects for different municipal clients. Identify how personnel assignments are determined.
5. Identify the number of active job order contracting agreements your company is currently providing services under (including any City of Peoria agreements). Identify the agency name, minimum and maximum project size, and identify the total quantity (#) and median project value (\$) for the projects your company currently has underway or has completed in the last 24 months. The City may take into consideration the number of Job Order Contracts a company may have, the resource investment of the contractor in current City work, and the amount of previous work recently performed for the City as part of the selection process.

### **C. Qualifications & Experience of Key Personnel**

1. Identify and list the qualifications and experience of the key people who will be responsible for performing the work under the resulting contract.
  - a. Provide a matrix of project information for up to five (5) key personnel expected to be assigned to this JOC, where the Contractor provided construction services similar to those listed in Section 2 – Scope of Work.
  - b. Include in the personnel / project matrix any specific staff experience in partnering, quality control, project scheduling, claims, dispute resolution, changes in the scope of work, construction safety, value engineering, and balancing workloads.

## **SECTION 4 - SUBMITTAL REQUIREMENTS**

### **4.1 Submittal Information**

- Submit one (1) original and six (6) copies of your SOQ.
- Include a 1-page cover letter prepared on the company's letterhead, with the name and



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contact information of the firm's lead person for the SOQ, and signed by an individual authorized to sign on behalf of the company.

- SOQ's shall be on 8 ½ x 11" paper, text on one side only with the total page count not more than ten (10) pages.
- Adherence to the maximum page criterion is critical and each page with criteria information will be counted.
- Pages that have project photos, charts, and graphs will count toward the maximum number of pages.
- The company's responses to the SOQ criteria, as outlined in Section 3.1 above.
- Provide a list of three (3) references from current clients or clients whom you have performed work within the past five (5) years.

#### 4.2 Appendix

Appendix shall contain the following and will not count against the total page count:

- Subcontractor Selection Plan (1 page).
- Scanned copies of the Arizona Registrar of Contractors License Identification Card(s). Multiple ID cards may be placed on the same page.
- Statement of bonding capacity from an A- or better Surety Company, including the maximum amount for a single project and aggregate project amount.
- Provide a statement identifying any contract or subcontract held by the Contractor or officers of the company, which has been terminated within the last five (5) years for cause.
- Identify any claims arising from a contract owner, which resulted in litigation or arbitration within the last five (5) years. Briefly describe the circumstances and the outcomes.

**4.2 Pre-Submittal Meeting:** A pre-submittal meeting will be held at the following place and time:

**ADDRESS:** 9875 N. 85<sup>th</sup> Ave  
Peoria, Arizona 85345  
Point of View Conference Room

**DATE:** **January 16, 2019**

**TIME:** **9:00 AM, Arizona Time**



# STATEMENT OF QUALIFICATIONS

## Materials Management Procurement

9875 N. 85<sup>th</sup> Ave., 2<sup>nd</sup> Fl.  
Peoria, Arizona 85345-6560  
Phone: (623) 773-7115  
Fax: (623) 773-7118

Solicitation Number: **P19-0034**

All interested parties are urged to attend the pre-submittal Conference. Since the City staff will not be available to respond to individual inquiries regarding the project scope outside of this pre-submittal meeting, it is strongly recommended that interested firms send a representative. The pre-submittal meeting is not mandatory.

## **SECTION 5 - SELECTION PROCESS AND EVALUATION CRITERIA**

### **5.1 Evaluation Process**

A Selection Panel will evaluate each Statement of Qualifications (SOQ) according to the evaluation criteria in order to determine a shortlist of 3-5 contractors for the interview phase of the selection process.

### **5.2 Evaluation Criteria**

#### **A. Statement of Qualifications**

- |  |            |
|--|------------|
| 1. Method of Approach                            | 300 points |
| 2. Experience & Qualifications of the Contractor | 300 points |
| 3. Qualifications & Experience of Key Personnel  | 300 points |
| 4. Conformance to SOQ                            | 100 points |

#### **B. Interviews**

- |                          |            |
|--------------------------|------------|
| 1. Presentation          | 500 points |
| 2. Response to Questions | 500 points |

The shortlisted contractors may be invited to participate in interviews. The interview criteria alone will be used in determining order on a final list. However, the City reserves the right to select contractor(s) based on the SOQ submittals only and not to proceed to interviews.

At the conclusion of the selection process, each of the rated elements for each contractor will be evaluated to determine the best qualified contractors.

### **5.3 Critical Dates**

The following schedule has been prepared for this selection process:

Pre-Proposal Meeting	January 16, 2019
Submittals Due	January 24, 2019
Notification of Interviews	February, 26, 2019
Interviews (shortlist only)	March 13, 2019
Contractor Notification	March 15, 2019

Until the award and execution of the JOC contract, the City will only release the name of each company placed on the final list. All other information received by the City in response





## STATEMENT OF QUALIFICATIONS

### Materials Management Procurement

9875 N. 85<sup>th</sup> Ave., 2<sup>nd</sup> Fl.  
Peoria, Arizona 85345-6560  
Phone: (623) 773-7115  
Fax: (623) 773-7118

Solicitation Number: **P19-0034**

to the SOQ or contained in the proposals will be confidential to avoid disclosure of the contents that may be prejudicial to the competing offeror(s) during the selection process. The proposals of the selected offeror(s) will be open to the public inspection after the Contract(s) are awarded and the City has executed the contract(s) with the selected offeror(s).

### **SECTION 6 – GENERAL INFORMATION**

#### **6.1 General Information**

- ***Instructions:*** The City of Peoria shall not be held responsible for any oral instructions. Any changes to this SOQ shall be in the form of a published addendum.
- ***Contact:*** Contact with City of Peoria staff, elected or appointed officials, or selection committee members concerning this SOQ, at any time, in any venue, is strictly prohibited, except as described in section 6.3 below, and may be grounds for disqualification.
- ***Costs:*** The City of Peoria will not be responsible for any costs incurred by any contractor submitting an SOQ or responding to this notice. The City reserves the right to waive any irregularities in any submittal and to reject all submittals and re-advertise or cancel the project in its entirety, at its sole discretion. The City reserves the right to request clarification or additional information.
- ***Material:*** All materials submitted in response to this solicitation become the property of the City, and may become a part of any resulting contract. Award or rejection of a proposal does not affect this right.
- ***Compliance:*** The selected contractor will be required to comply with the “Legal Arizona Workers Act.”
- ***Federal Funds:*** The selected contractor will be required to comply with all associated Federal Compliance Regulations for any federally funded projects that may be done under this JOC contract.
- ***Protest Policy & Procedures:*** The City of Peoria Protest Policy and Procedures are contained within the City of Peoria Procurement Code, Chapter 26 - Administration, Section 26-121 which is available online at <https://www.peoriaaz.gov/government/city-law/city-code>. The specific protest procedures are contained in the Materials Management “Procurement Guidelines” and can be accessed at <https://www.peoriaaz.gov/government/departments/finance/materials-management>.

#### **6.3 Questions**

- All questions regarding this SOQ must be submitted in writing by emailing:  
Terry Andersen, Contract Officer  
City of Peoria Materials Management  
[teresa.andersen@peoriaaz.gov](mailto:teresa.andersen@peoriaaz.gov)
- Inquiries within 48 hours preceding the due date & time will not be addressed.



CORE Construction, Inc.  
 3036 East Greenway Road  
 Phoenix, AZ 85032  
 P: 602-494-0800 | F: 602-494-9481  
 www.coreconstruction.com

January 24, 2019

City of Peoria  
 c/o Ms. Teresa Andersen, Contract Officer  
 Materials Management / Procurement  
 9875 North 85th Avenue, 2nd Floor  
 Peoria, AZ 85345



RE: JOB ORDER CONTRACTING FOR GENERAL CONSTRUCTION SERVICES  
 Solicitation No.: P19-0034

Dear Ms. Andersen and the Selection Committee Members:

CORE Construction, Inc. (CORE) is pleased to submit our Statement of Qualifications to perform Job Order Contracting for General Construction Services for the City of Peoria. CORE truly appreciates this opportunity to share our mission, experience, processes and qualifications on Job Order Contracting (JOC) Programs with you. We offer a proven team of construction professionals with significant JOC experience. Our team is available and eager to provide exceptional JOC services for the City of Peoria (City).

**Below are a few reasons why CORE is uniquely qualified to exceed the City of Peoria's expectations:**

- **DEDICATED TEAM** - CORE is 100% dedicated to being experts in the field and providing exceptional Job Order Contracting Services. We works around the clock to serve our clients by providing quick response times, qualified subcontractors, accurate estimates, trained professionals and quality construction, all of which are essential to successful JOC Operations. These professional services have led to CORE completing all awarded JOC projects within their defined critical path schedule.
- **JOC EXPERIENCE** - CORE has delivered more than \$195 million worth of Job Order Contracting services, totaling over 930 job orders, to Owners in Arizona's public sector. These job orders involved vertical and horizontal construction, and ranged in size and complexity from emergency repair and preventative maintenance to new build. The majority of task orders were completed by repeat clients, serving as a testament to our quality of work and commitment to client satisfaction.
- **CLIENT SERVICES** - We are dedicated to earning the trust of our clients through adherence to teamwork, our CORE values, and the mind-set that, "The Client Decides." We truly believe that a project's success is measured by customer satisfaction. CORE maintains open communication with all of our clients and make ourselves available 24/7. In addition, our JOC department has access to more than 65 Superintendents to ensure our team is prepared to respond immediately to job orders.

Our key personnel identified in this SOQ are available and excited to continue to work with the City of Peoria on this Job Order Contract. Thank you for your careful review and consideration of our qualifications. Our entire team looks forward to this opportunity, and I am dedicated as your primary point-of-contact. I can be reached at 602-774-3919 or steffen.todd@coreconstruction.com, should you require any additional information and/or clarification.

Respectfully,

Todd Steffen  
 President

**Three (3) References from Current Clients or Clients  
 whom you have Performed Work**

City of Mesa  
 Contact: Jennifer Donahue  
 480-684-0418  
 jennifer.donahue@mesaaz.gov

City of Apache Junction  
 Contact: Bryant Powell  
 480-982-8002  
 bpowell@ajcity.net

City of Avondale  
 Contact: Chris Hamilton  
 602-932-5610  
 chamilton@avondale.org



# TAB A | Method of Approach

1. Describe your company's experience and approach to scoping and estimating potential job order projects. What efforts would your company initiate to achieve the project budget and schedule during the negotiation process.

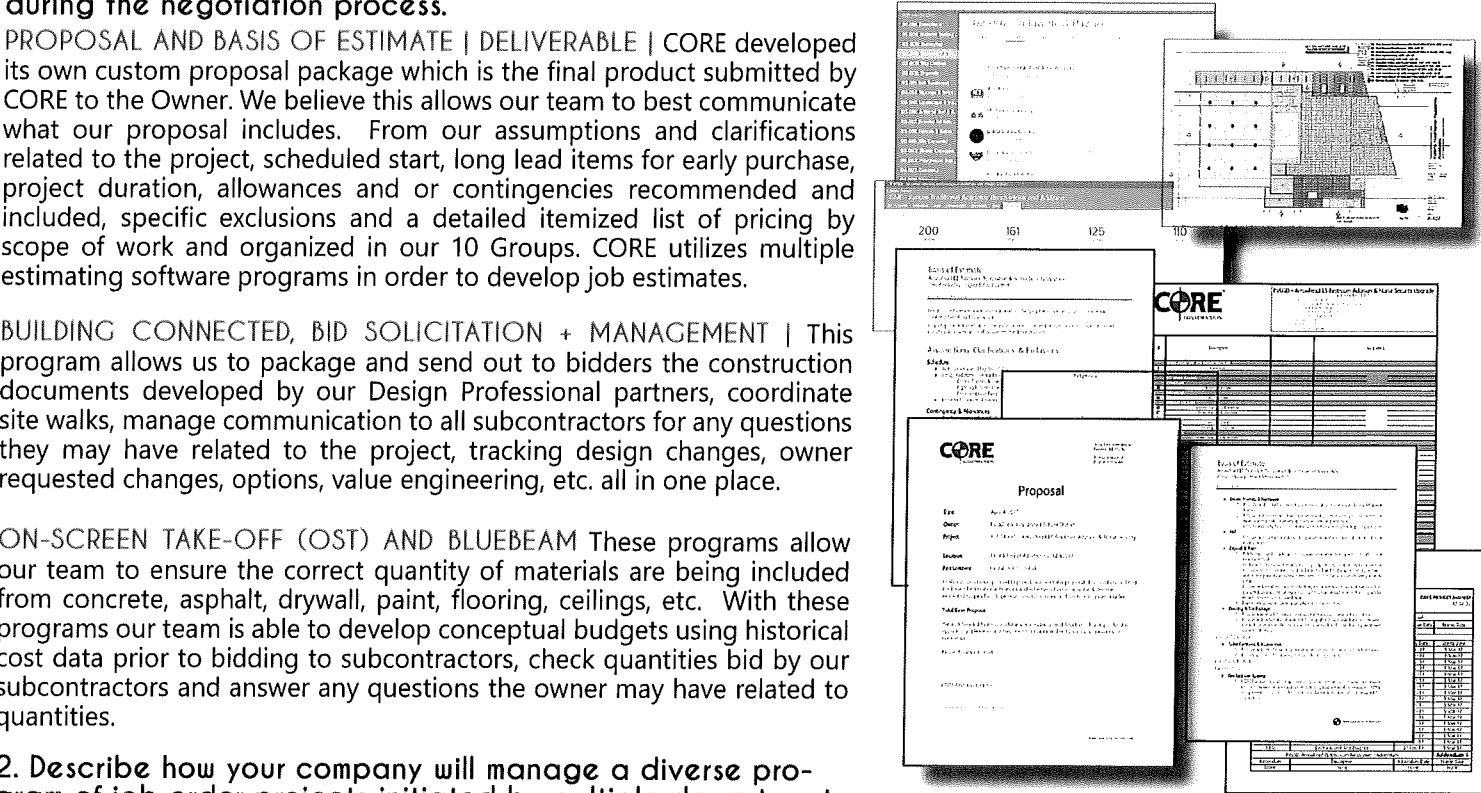
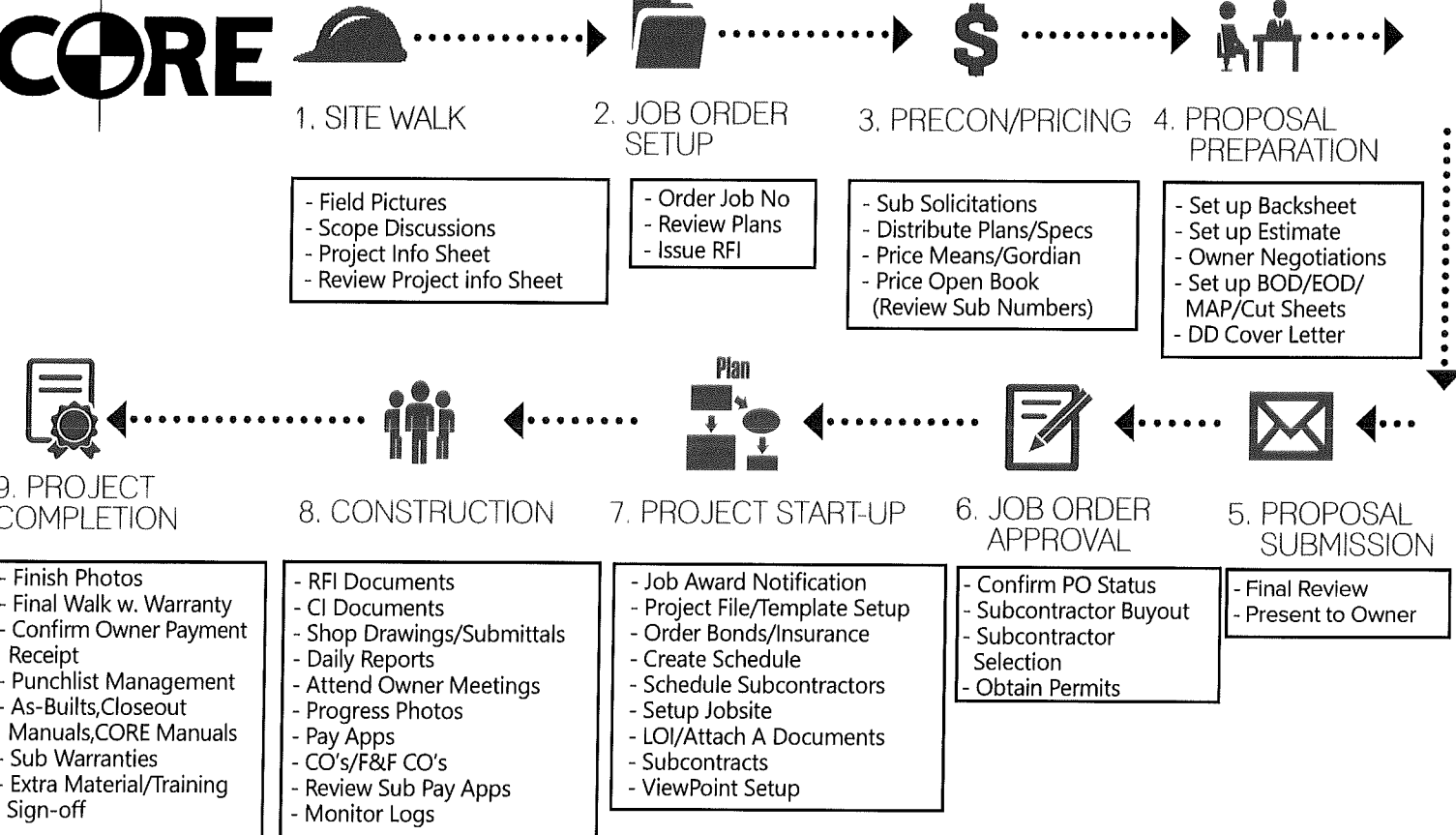
PROPOSAL AND BASIS OF ESTIMATE | DELIVERABLE | CORE developed its own custom proposal package which is the final product submitted by CORE to the Owner. We believe this allows our team to best communicate what our proposal includes. From our assumptions and clarifications related to the project, scheduled start, long lead items for early purchase, project duration, allowances and or contingencies recommended and included, specific exclusions and a detailed itemized list of pricing by scope of work and organized in our 10 Groups. CORE utilizes multiple estimating software programs in order to develop job estimates.

BUILDING CONNECTED, BID SOLICITATION + MANAGEMENT | This program allows us to package and send out to bidders the construction documents developed by our Design Professional partners, coordinate site walks, manage communication to all subcontractors for any questions they may have related to the project, tracking design changes, owner requested changes, options, value engineering, etc. all in one place.

ON-SCREEN TAKE-OFF (OST) AND BLUEBEAM These programs allow our team to ensure the correct quantity of materials are being included from concrete, asphalt, drywall, paint, flooring, ceilings, etc. With these programs our team is able to develop conceptual budgets using historical cost data prior to bidding to subcontractors, check quantities bid by our subcontractors and answer any questions the owner may have related to quantities.

2. Describe how your company will manage a diverse program of job order projects initiated by multiple departments, each with differing levels of owner engagement and/or project management, and all with important deadlines.

Outlined below is our JOC Process that demonstrates our ability to process any job order of any magnitude for the City Peoria's Job Order Contract.

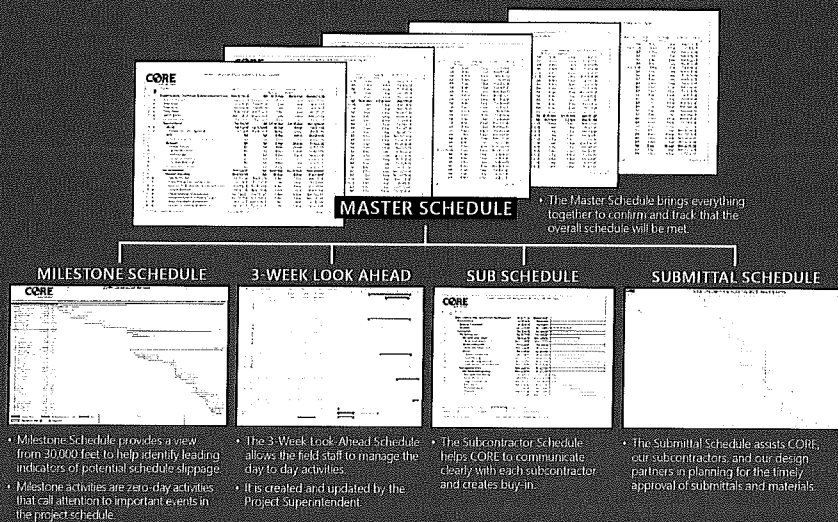


### 3. Describe your company's approach to managing, and illustrating the project's schedule, from project inception through design (if required), permitting, construction, and close-out. Who will specifically prepare and update the schedule?

**PROJECT SCHEDULING** | Our team believes a project schedule should include a high level of detail, as illustrated below. CORE will work with City to create a Master Schedule that contains all the activities, relationships, and milestones that will allow us to drill-down and create other specific schedules that we will use as tools throughout the project. From the Master Schedule, we are able to derive a Milestone Schedule which helps to identify leading indicators of schedule slippage.

Due to the level of detail that is put into the Master Schedule, at any point during the project we are able to breakout other schedule types that help us keep the project on track. CORE will assist the City in identifying critical milestone dates for the submission of design documents and budget information. CORE's Project Manager and Superintendent will hold regular project meetings with subcontractors. At this time, CORE will provide subcontractors with look-ahead schedules that breaks the baseline schedule for each job order into a day-to-day schedule. This way the subcontractors and CORE's Project team are on the same page with when materials are to be delivered and installed onsite.

**MANAGING THE WORK** | CORE's team builds the initial schedules, but look to Subcontractor feedback and support of lead times, durations, manpower availability, etc. CORE works hand in hand with Subcontractors in helping to make sure that ours schedules are built so that CORE can deliver our projects on time, every time. We have a strong track record for completing projects within a prescribed schedule. For complex fast-track, multi-package projects designed for aggressive schedules, 'MUST HAVE' occupancy dates are prioritized and we work backwards and forward to develop a workable schedule.



**WE ARE  
CONFIDENT,  
CREATIVE, AND  
FLEXIBLE IN OUR  
APPROACHES AND  
ARE COMMITTED TO  
'DO WHAT IT TAKES'  
TO EXCEED  
EXPECTATIONS!**

### 4. Discuss the key components and advantages of your company's selection process for subcontractors. Demonstrate your understanding of the City's requirement that subcontractor selection must be based on qualifications alone or a combination of qualifications and price, not on price alone. Provide a detailed proposed Subcontractor Selection Plan attached as an Appendix.

CORE understands the City's requirement that subcontractor selection must be based on qualifications alone or a combination of qualifications and price, not on price alone. *Our detailed Subcontractor Selection Plan can be found in the Appendix.*

### 5. Discuss your company's intentions regarding self-performance for each Job Order and indicate the average percentage (%) of self-performance for the projects your company currently has underway or has completed in the last 24 months.

CORE limits the amount of work that is self-performed. We recognize the expertise of the specialty trade contractor. By thoroughly pre-qualifying local subcontractors, CORE capitalizes on the knowledge and experience of firms dedicated to individual trades. In this way, we are able to also keep much of the revenue generated from these projects local. By utilizing firms that self-perform in their chosen fields on a consistent basis, CORE is able to benefit from a very large pool of resources and able to focus on supporting the quality and production of the project. However, we can and may self-perform rough carpentry items with our full-time on-staff carpenters for select items including minor blocking and backing, temporary protection, etc.



# TAB B | Experience and Qualifications of the Contractor

1. List the Arizona professional and contractor license(s) held by your company. Provide the license number and explain if held by an individual or the company.

CORE Construction, Inc. holds two licenses issued by the Arizona Registrar of Contractors. Both licenses are held by the company. Please see the appendix for copies of the licenses.

General Construction B-01 069786 ROC

General Engineering A-110343 ROC

2. Describe any unique or specialty skills, services or equipment that your company possesses that you believe add value to a project and may differentiate your company from another.

CORE Construction holds a number of Job Order Contracts. In 2018, CORE put more than \$40 million worth of JOC services into place in Arizona. We are proud to have repeat clients who continue to request us for job orders, which serves as a testament to our quality workmanship and service. CORE has been in continuous operation in the Valley for more than 36 years. We pride ourselves on investing in professional development and cutting edge technology that enable us to be industry leaders.

3. Describe the scale and complexity of the projects routinely undertaken by your company.

Currently, CORE Construction, Inc. has 180 Active JOC projects in progress totaling over \$36,000,000. Those current projects span throughout municipalities, K-12 and higher education facilities statewide. CORE is currently collaborating with each individual project team generating and construction solutions for interior finish renovations, structural repairs, additions to existing facilities, site infrastructure and mechanical-electrical-plumbing upgrades. All of CORE's current JOC projects are being completed on occupied and operational campuses/sites.

Each individual JOC program is unique and has it's own challenges. One challenge our team has identified is the shortage of quality labor and craft workers. To overcome this, CORE has implemented Master Service Agreements with all subcontractors that perform work on projects. This allows our project management team and contract administration department to electronically issue subcontracts immediately upon selection. CORE is proud of the large number of successful projects completed in and around the State. This has allowed CORE to establish a deep base of pre-qualified subcontractors in the local community, as well as great working relationships leading to high quality of work for a reasonable price. By employing these pre-qualified subcontractors that are experienced both working in the the Fountain Hills area, and for CORE as the Job Order Contractor, our team is therefore able to commit to a timely delivery of each JOC project.

4. Describe how your company manages its resources between projects for different municipal clients. Identify how personnel assignments are determined.

Each individual JOC program is unique and has it's own challenges. One challenge our team has identified is the shortage of quality labor and craft workers. To overcome this, CORE has implemented Master Service Agreements with all subcontractors that perform work on projects. This allows our project management team and contract administration department to electronically issue subcontracts immediately upon selection. CORE is proud of the large number of successful projects completed in and around the State. This has allowed CORE to establish a deep base of pre-qualified subcontractors in the local community, as well as great working relationships leading to high quality of work for a reasonable price. By employing these pre-qualified subcontractors that are experienced both working in the the Fountain Hills area, and for CORE as the Job Order Contractor, our team is therefore able to commit to a timely delivery of each JOC project.

**Arizona's Most Experienced Job Order Contractor with over 180 JOC projects for Public Agencies in the last 36 years!**



# TAB B | Experience and Qualifications of the Contractor

5. Identify the number of active job order contracting agreements your company is currently providing services under (including any City of Peoria agreements). Identify the agency name, minimum and maximum project size, and identify the total quantity (#) and median project value (\$) for the projects your company currently has underway or has completed in the last 24 months. The City may take into consideration the number of Job Order Contracts a company may have, the resource investment of the contractor in current City work, and the amount of previous work recently performed for the City as part of the selection process.

## CORE Construction's additional JOC Contracts

<b>Agency:</b> University of Arizona
<b>Contract:</b> 2012JOC
<b>Contact Name &amp; Phone:</b> Brian Dolan, 520-621-1805
<b>Dates of Contract:</b> July 1, 2017 – June 30, 2022
<b>Price Method:</b> Unit Pricing - RS Means Cost Book or Competitive Bid. (Open Book)/ Value: up to \$2,000,000 per job order

<b>Agency:</b> City of Peoria
<b>Contract:</b> P14-0034B
<b>Contact Name &amp; Phone:</b> Christine Finney, 623-773-7115
<b>Dates of Contract:</b> January 2014 - January 2019
<b>Price Method:</b> Competitive Bid (Open Book)/Value: up to \$3,000,000 per job order

<b>Agency:</b> Northern Arizona University
<b>Contract:</b> 11.160.151
<b>Contact Name &amp; Phone:</b> Stephanie Bauer, 928-523-4227
<b>Dates of Contract:</b> January 2015 - December 2018, with an option to renew annually for an additional two years. <i>(Renewal in Process)</i>
<b>Price Method:</b> Competitive Bid (Open Book)/Value: up to \$1,999,999 per job order

<b>Agency:</b> Arizona State University
<b>Contract:</b> #2015-16000
<b>Contact Name &amp; Phone:</b> Luke Ngo, 480-965-8989
<b>Dates of Contract:</b> August 2015 - August 2020; four years with an additional one-year option.
<b>Price Method:</b> Competitive Bid (Open Book)/Value: up to \$1,999,999 per job order

<b>Agency:</b> Government Procurement Alliance (IGPA)
<b>Contract:</b> 18-15 PV-05
<b>Contact Name &amp; Phone:</b> Christy Knorr, 480-399-6366
<b>Dates of Contract:</b> May 2018 - May 2019; with an option to renew annually for an additional four years.
<b>Price Method:</b> Unit Pricing - RS Means Cost Book or Competitive Bid (Open Book)/ Value: up to \$1 million per job order

<b>Agency:</b> Buckeye Elementary School District (SAVE)
<b>Contract:</b> 17-003
<b>Contact Name &amp; Phone:</b> Bobby Williams, 623-925-3413
<b>Dates of Contract:</b> September 24, 2012 - September 24, 2017; with an option to renew annually for an additional four years. <i>(Renewed)</i>
<b>Price Method:</b> Unit Pricing - RS Means Cost Book or Competitive Bid (Open Book)/ Value: up to \$1,000,000 per job order

<b>Agency:</b> National Cooperative Purchasing Agency (NCPA)
<b>Contract:</b> 04-03
<b>Contact Name &amp; Phone:</b> Larry Erp, 602-819-0185
<b>Dates of Contract:</b> September 2014 - September 2019; with an option to review for 5 years
<b>Price Method:</b> Unit Pricing - RS Means Cost Book or Competitive Bid (Open Book)/ Value: up to \$1,000,000 per job order

CORE Construction, Inc. hold additional master JOC contracts with City of Mesa, Grand Canyon University, Town of Oro Valley as well as the City of Mesa and Mesa Public Schools. We also hold multiple national master JOC contracts (NCPA, E+I).

Total quantity (#) and median project value (\$) for the projects your company currently has underway or has completed in the last 24 months.  
Total Quantity (#): 939 Job Orders  
Median Value (\$): \$378,650





# TAB B | Experience and Qualifications of the Contractor

CORE Construction holds a number of Job Order Contracts. In 2018, CORE put more than \$40 million worth of JOC services into place in Arizona. We are proud to have repeat clients who continue to request us for job orders, which serves as a testament to our quality workmanship and service. CORE has been in continuous operation in the Valley for more than 36 years. We pride ourselves on investing in professional development and cutting edge technology that enable us to be industry leaders. *Below are a few examples of projects recently completed for municipal clients, including one completed for the City of Peoria!*

**City of Peoria Fire Station 193 Apparatus Bay Addition | Peoria, AZ**

**Delivery Method:** Job Order Contract

**Project Description:** Removal of existing exterior CMU walls and other associated demolition required to complete a new 3-bay addition including structural concrete, masonry, interior finishes, full mechanical-electrical-plumbing systems. In addition to the building, CORE installed all additional site reconstruction for accessibility throughout the site.

**Client Name & Contact:** Ed Striffler, Architectural Services Manager: 602-359-0212; ed.striffler@peoriaaz.gov

**Completion:** December 20, 2018

**Cost:** \$1,237,001

**City of Apache Junction Library Demising Wall | Apache Junction, AZ**

**Delivery Method:** Job Order Contract

**Project Description:** Removal of existing structural wall and interior finishes required for a new installation of steel framing and window wall at existing facilities. CORE completed all interior finishes and updated egress requirements for new opening to include fire life safety.

**Client Name & Contact:** Bryant Powell, City Manager: 480-982-8002; bpowell@ajcity.net

**Completion:** July 1, 2017

**Cost:** \$51,937

**City of Avondale PSAP Tenant Improvements | Avondale, AZ**

**Delivery Method:** Job Order Contract

**Project Description:** Removal of existing interior building and exterior site conditions to be up-graded with new site landscape and full building remodel including millwork, doors-frames and hardware, interior partitions, finishes, mechanical, electrical, plumbing and life safety fire and date for new 911 emergency call systems.

**Client Name & Contact:** Chris Hamilton, City Manager: 602-932-5610; chamilton@avondale.org

**Completion:** January 31, 2018

**Cost:** \$309,723

**City of Mesa Falcon Field Airport ATCT Complex Painting | Mesa, AZ**

**Delivery Method:** Job Order Contract

**Project Description:** Clear, clean and prep all interior and exterior building surfaces for new paint finishes throughout the occupied facility. CORE provided coordination with end users to maintain construction schedule and operational functionality for airport facility to meet FAA requirements.

**Client Name & Contact:** Jennifer Donahue, PE., Sr. Civil Engineer: 480-684-0418; jennifer.donahue@mesaaz.gov

**Completion:** November 16, 2018

**Cost:** \$153,894

**City of Mesa MCP 5th Floor Engineering Conference Room Upgrades**

**Delivery Method:** Job Order Contract

**Project Description:** Demolition of existing interior building to be renovated for a new conference room finish out including flooring, ceiling, mechanical and electrical upgrades, special systems and data installation to achieve operational functionality.

**Client Name & Contact:** Jennifer Donahue, PE., Sr. Civil Engineer: 480-684-0418; jennifer.donahue@mesaaz.gov

**Cost:** \$24,276 | \$49,180 (Owner requested 2nd conference room during construction)

**Completion:** February 16, 2018



# TAB C | Qualifications and Experience of Key Personnel

1. Identify and list the qualifications and experience of the key people who will be responsible for performing the work under the resulting contract.

a. Provide a matrix of project information for up to five (5) key personnel expected to be assigned to this JOC, where the Contractor provided construction services similar to those listed in Section 2 - Scope of Work.

**Emerson Ward, Project Director** | Emerson has been in the construction industry for more than ten years. He is a CORE Project Director. Emerson is very hands on and directs each job order. His broad knowledge and experience in the construction industry is to credit for his great leadership and job performance.

**Leroy Trujillo, PreConstruction Manager** | As PreConstruction Manager, Leroy will lead the PreConstruction Phase of the project with the goal of bringing the City of Peoria Best Value. He excels in his ability to analyze and communicate cost and material options as the project is being designed.

**Marc Thompson, Senior Project Manager** | As Senior Project Manager, Marc will be will be accountable for the overall success of any project that comes about from the City of Peoria. Marc will be available to assist in project organization and control, the scheduling process, and the procedures by which all team members operate. Todd will oversee the construction activities, schedules and document control and will guarantee that this project is finished on time, on budget and with the highest possible level of quality.

**Ethan Roy, Project Manager** | As Project Manager, Ethan will ensure that the implementation of construction items are completed and will be responsible for assisting in all aspects of PreConstruction, Construction, and Close-Out. He will serve as the liaison between all parties involved in the construction process overseeing budget and scheduling constraints.

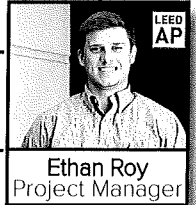
**Bobby Shipley, Project Superintendent** | As Project Superintendent for CORE, Bobby will be responsible for the supervision, coordination, and scheduling of subcontractors and suppliers for the each project. He will be in charge of schedule control, quality control and safety, ensuring that the project is built to the highest quality and standard.



Emerson Ward  
Project Director



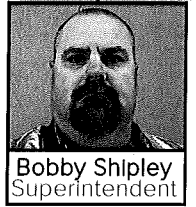
Leroy Trujillo  
PreConstruction



Ethan Roy  
Project Manager

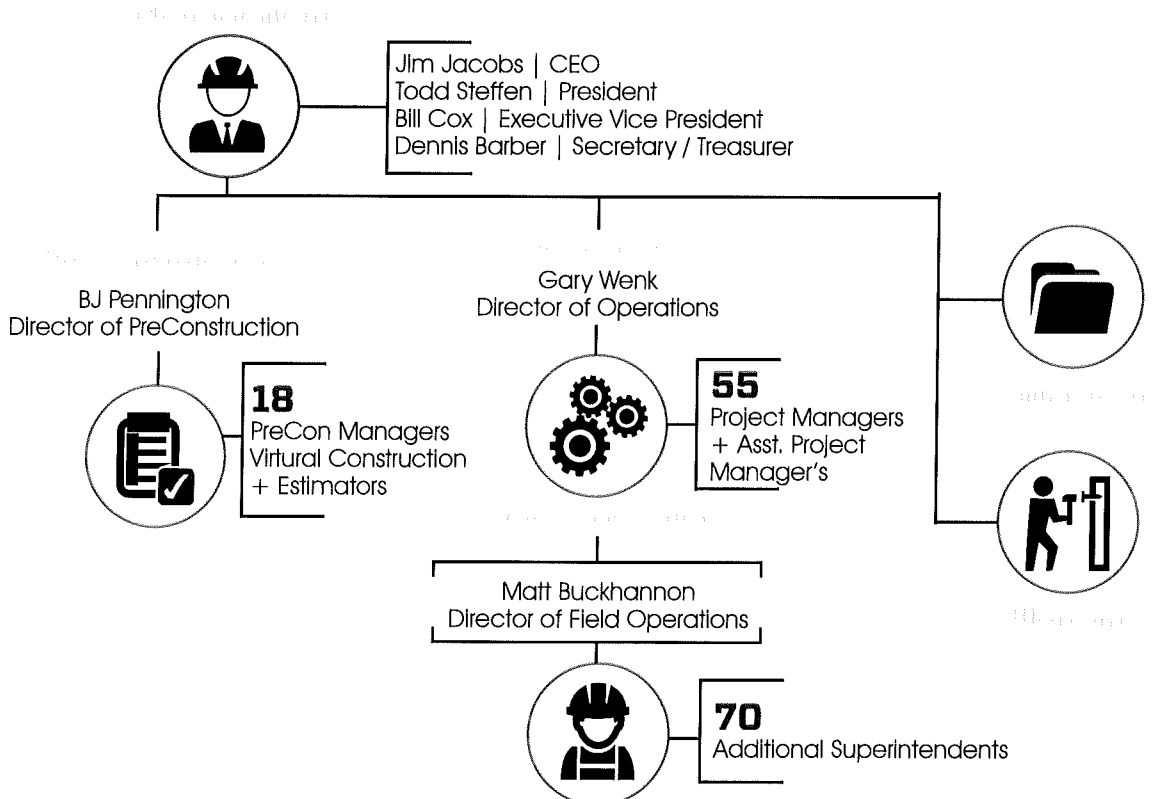


Marc Thompson  
Sr. Project Mgr



Bobby Shipley  
Superintendent

## CORE's OVERALL RESOURCES CHART







# TAB C | Qualifications and Experience of Key Personnel

b. Include in the personnel / project matrix any specific staff experience in partnering, quality control, project scheduling, claims, dispute resolution, changes in the scope of work, construction safety, value engineering, and balancing workloads.

### Partnering

We are dedicated to earning the trust of our clients through adherence to teamwork, our CORE values, and the mindset that, "The Client Decides." We truly believe that a project's success is measured by customer satisfaction. CORE maintains open communication with all of our clients and make ourselves available 24/7. In addition, our JOC department has access to more than 65 Superintendents to ensure our team is prepared to respond immediately to job orders.

### Quality Control

To ensure quality is controlled on any project, CORE has adopted a three-phase quality control/assurance system (preparatory, initial, and follow-up), modeled after the US Army Corps of Engineers program, as our quality management process. Past experience working on active campuses during school hours throughout the year has prepared our team to understand the best construction practices to avoid costly issues and safety concerns.

### Project Scheduling

Our team believes a project schedule should include a high level of detail, as illustrated below. CORE will work with the City of Peoria to create a Master Schedule that contains all the activities, relationships, and milestones that will allow us to drill-down and create other specific schedules that we will use as tools throughout the project. From the Master Schedule, we are able to derive a Milestone Schedule which helps to identify leading indicators of schedule slippage. *Please refer to Page 4 for additional information on our scheduling procedures.*

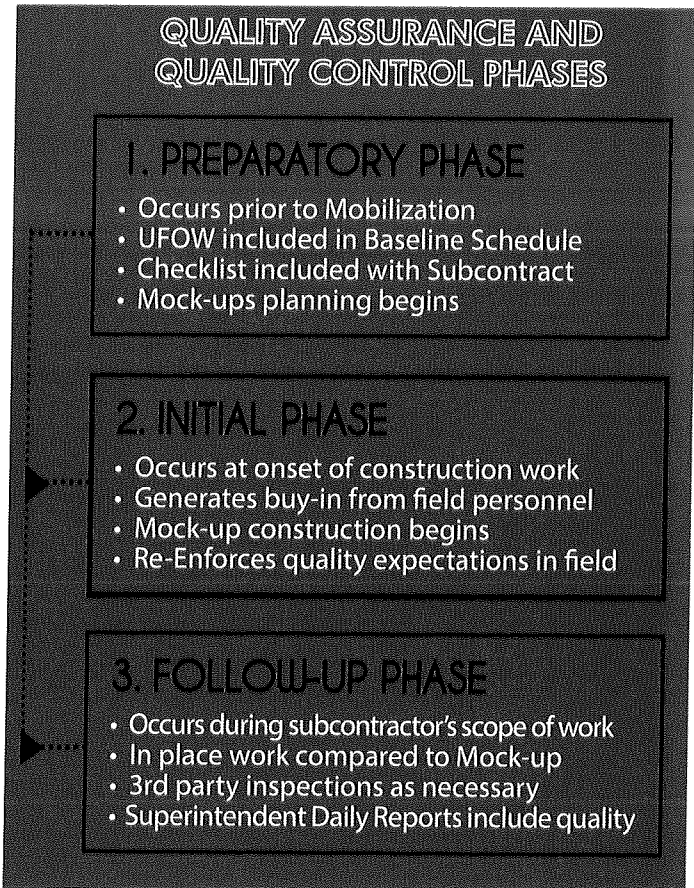
### Claims / Dispute Resolution

In the event of a contract dispute, our Team will address the issue immediately and make certain that all conflicts are eliminated. Our approach to every project and with every client, is to establish a means by which all stakeholders are up to speed, and in agreement with all actions being carried out. Our Team will foster an "Open Book" communications process with the City of Peoria and the pre-qualified Subcontractors involved in this project from the Project Pre-Planning through Construction and Completion of the Warranty Period, to eliminate any disagreements or disputes.

### Construction Safety

Safety of non-construction personnel will remain the number one priority in CORE's approach to the City of Yuma's project. Life safety plans will be visibly posted throughout the project's site, indicating proposed escape routes and fire extinguisher locations. PreConstruction meetings will be conducted to identify potential fire safety hazards and fire department access routes throughout construction. Jobsite fencing and warning signs will be installed prior to the start of any construction activities. Daily inspections of temporary power and barricades will be conducted by CORE's on site project team.

All subcontractors and vendors providing goods and services on the project will be required to participate in a Mandatory PreConstruction Project Safety Meeting. A detailed presentation of the Project Master Safety Plan outlining the requirements for each individual subcontractor and supplier will be presented during the PreConstruction Project Safety Meeting and again on a monthly basis at the jobsite. All subcontractors and vendors are contractually required to indicate their written understanding of an agreement with the Project Master Safety Plan, prior to starting their construction activities. Subcontractors performing work on each project will be required to submit copies of their firms' Safety and HAZMAT programs, to be filed at the jobsite in CORE's office trailer.



## SAFETY is the # 1 priority on all of our projects!



# TAB C | Qualifications and Experience of Key Personnel

## Balancing Workload

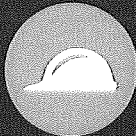
CORE will be proactive and communicate with the City of Peoria to facilitate the planning process for every project. We will work with the City to create a schedule which includes permitting and long-lead items, so the team is aware of the most appropriate time to complete these job orders. CORE has the manpower and resources to complete multiple projects at the same time. In fact, our Job Order Contracting branch is accustomed to responding to a number of job orders received at the same time. Emerson Ward, our Project Director and primary contact for the City and will be available at all times. Internally, Emerson holds regular meetings to review each job, monitor progress and follow-up with the owner. Our JOC success serves as proof that CORE has the manpower, skills and resources to manage multiple projects simultaneously.

## Changes in Scope of Work / Value Engineering

CORE has created and implemented a trademarked program called Operational Excellence™. This program contains specific metrics for tracking, managing, and maintaining exceptional (1) safety, (2) quality, (3) schedule, (4) cost control, (5) qualified subcontractors, and (6) client relationships throughout the construction duration of each project. Each of these six factors has an associated goal and the execution of this program ensures that these goals are met. On a weekly basis, the project team reviews each factor providing feedback to the Project Manager for potential improvement. Utilization of the Operational Excellence™ program ensures effective construction administration and management on your project.

## OPERATIONAL **excellence** THE CORE STANDARD

Our Business is the business of building - and the tracking of results in our business can be assessed under **six main factors** and their respective goals.



**1. SAFETY**  
ZERO INCIDENTS. ZERO ACCIDENTS.



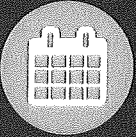
**4. COST**  
PROJECT COMPLETE WITHIN BUDGET. NO CHANGE ORDERS



**2. QUALITY**  
BUILT TO PLANS AND SPECS TO A QUALITY THAT EXCEEDS CLIENT'S EXPECTATIONS. NO RE-WORK.



**5. SUBCONTRACTORS**  
BUILT BY QUALIFIED SUBCONTRACTORS WHO CARE ABOUT OPERATIONAL EXCELLENCE AS MUCH AS WE DO.



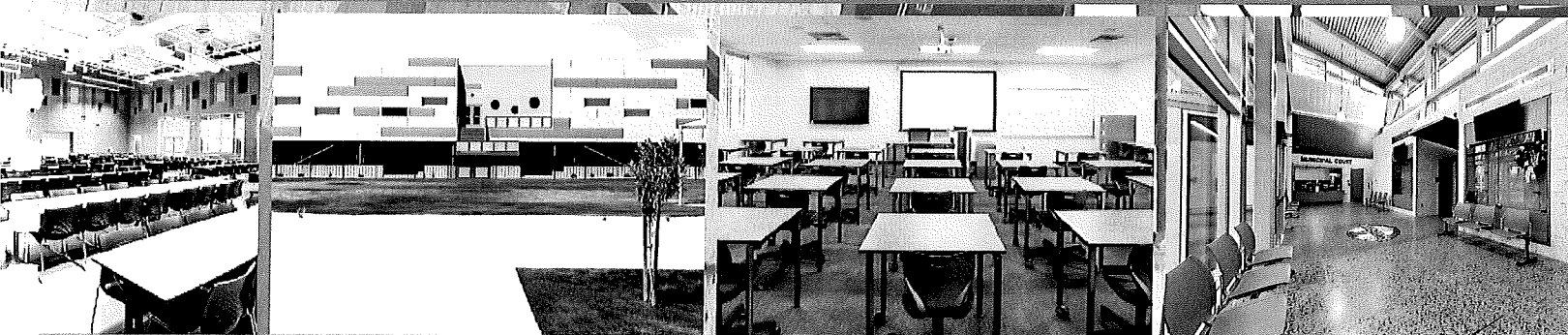
**3. SCHEDULE**  
BUILT ON AHEAD OF SCHEDULE.



**6. CLIENTS**  
THE CLIENT WOULD HIRE US BACK AGAIN.

## CORE COMPLETES JOB ORDERS WITHIN LIMITED TIME FRAMES!

One of the biggest advantages of working with CORE's JOC Team is that we are 100% dedicated to JOC services, so we are nimble enough to respond to the City of Peoria's need immediately.





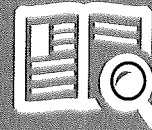


## • Subcontractor Selection Plan (1 page)

CORE recruits subcontractor's as early as possible. During the PreConstruction phase of a project, CORE will often host a subcontractor fair to encourage early subcontractor involvement. Invitations and notices about the fair are sent to newspapers and other publications ensuring that the subcontracting community is well informed. We will also consult with the City to invite subcontractors that have been used by the City in the past, either on our projects or on other projects. Multiple fairs are often hosted for one project to serve the various phases of the preconstruction process; initial start-up, schematic documents, design documents, and construction documents. In doing so, CORE is able to maximize subcontractor recruitment throughout the entire PreConstruction phase of the project. CORE Construction, Inc. also understands the importance of keeping tax dollars local and using qualified subcontractors. Please see our Subcontractor Selection Plan pursuant to ARS 34-603, outlined below.

## CORE'S SUBCONTRACTOR SELECTION PLAN

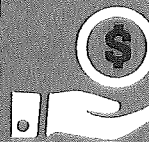
**Selection of sub-contractors using both qualifications and cost as a selection approach.** CORE has created a process where subcontractor selection is based on both qualifications and cost, depicted right. This process enables us to get an "Apples to Apples" comparison on scope cost from pre-qualified professionals. The ultimate result is the City benefiting from a Best Value subcontractor that is highly qualified, understands the project, and delivers financial value.



### Use Pre-Qualified Sub-Contractors

- Enlist recommendations from the owner
- Enlist recommendations from the Design Team
- Utilize CORE's database of Subcontractors
- Thoroughly review subcontractor qualifications

**Sub-Contractor Recruitment.** CORE recruits subcontractor's as early as possible. During the PreConstruction phase, CORE will often host a subcontractor fair to encourage early subcontractor involvement. Invitations and notices about the fair are sent to newspapers and other publications ensuring that the subcontracting community is well informed. We will also consult with the City to invite subcontractors that have been used by the City in the past. Multiple fairs are often hosted for one project to serve the various phases of the PreConstruction process; initial start-up, schematic documents, design documents, and construction documents. In doing so, CORE is able to maximize subcontractor recruitment throughout the entire PreConstruction phase of the project.



### Understanding of Scope & Assembly of Pricing

- Receive bids from 3-5 subcontractors for each scope of work.
- Subcontractors evaluated for completeness of scope.
- Identify the lowest responsible bid.

**Controversies and claims related to work performed by sub-contractors.** CORE makes every effort to proactively manage the relationships we have with each of our subcontractors. We pride ourselves on open communication with all subcontractors to mitigate any issues that may arise. Our prequalification process ensures that our subcontractors are able to perform to our quality and schedule standards. CORE has effectively prequalified subcontractors on past projects and we know which companies are qualified to complete your project. Our subcontracts ensure that the subcontractor understands the full extent of the contract documents, their scope of work, and additional project requirements as outlined in the solicitation. Clearly written subcontracts are the most effective tool for avoiding conflicts later in the project cycle.



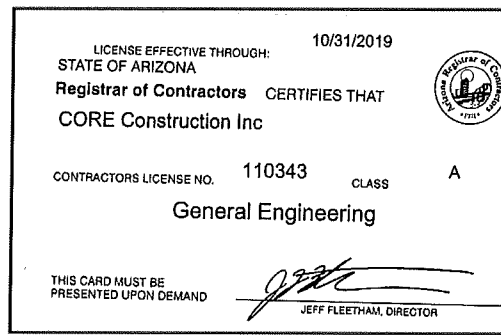
### Review of Scope & Pricing with Subcontractors

- Face-to-face meeting with the lowest responsible bidder.
- Conduct an in-depth scope review.
- Allow subcontractor to fix any "scope holes."
- Select subcontractor as a team (Owner, Architect, CORE)





- Scanned Copies of the Arizona Registrar of Contractors



- Statement of bonding capacity from an A- or better Surety Company, including the maximum amount for a single project and aggregate project amount.  
Please refer to the following page for a statement of bonding capacity from our A- or better Surety Company that includes the maximum amount for a single project and aggregate project amount.
- Provide a statement identifying any contract or subcontract held by the Contractor or officers of the company, which has been terminated within the last five (5) years.  
Not Applicable.
- Identify any claims arising from a contract owner, which resulted in litigation or arbitration within the last five (5) years. Briefly describe the circumstances and outcomes.  
Not Applicable



Statement of Bonding Capacity



**Lynn Cracraft**  
Account Executive Officer  
Travelers Bond  
940 West Port Plaza  
Suite 270  
Maryland Heights, MO 63146  
(314) 579-8313

January 24, 2019

**City of Peoria**  
c/o Ms. Teresa Andersen, Contract Officer  
Materials Management / Procurement  
9875 North 85th Avenue, 2nd Floor  
Peoria, AZ 85345

Re: **Job Order Contracting for General Construction Services**  
*Solicitation No. P19-0034*

Dear Ms. Andersen and Members of the Selection Committee,

CORE Construction has advised Travelers Casualty and Surety Company of America, as their surety, of their desire to perform construction services for your captioned project. We have enjoyed a relationship with CORE Construction for 40 years and in that time we have provided any bid, performance and payment bonds that they have required. We have bonded significant individual projects for CORE Construction and they are certainly qualified to perform contracts such as yours, as they have bonding capacity of \$200 million per single project and \$1.25 billion in the aggregate. CORE currently has over \$300 million in available capacity. This is not to be construed to be a maximum, but rather working parameters. CORE Construction has always met their contractual obligations and we believe there is not a higher quality firm you could choose to work with.

Should CORE Construction be awarded a contract on this or any of your projects and be required to provide performance and payment bonds for same, and should contractor so request, we would be in position to provide such bonds, subject to a favorable review of the final bond forms, contract documents and specifications and usual underwriting requirements at the time.

In addition, Travelers is licensed to do business in all states and we have an A.M. Best Co. rating of A++ with a financial size category of XV.

Sincerely,

Travelers Casualty and Surety Company of America

Lynn Cracraft  
Account Executive Officer

**ATTACHMENT C**

**JOC Cost Proposal Forms  
(Pricing Matrix & Project Cost Sheet)**

**(See Attached)**



# City of Peoria Job Order Cost Proposal

CONTRACTOR NAME:

**CORE Construction, Inc.**

Contract Type	JOC for General Building Construction
Job Order No.	P19-0034
City Project Mgr:	
Fee Type:	<i>Specify Lump Sum Fixed Price or GMP</i>
Job Title:	
Location:	

City Project/CIP No.:	
Contractor's Job No.:	
Prepared by:	
Date:	
Revision:	
Tax Method	

**Brief Description of Work to be Performed (attach detailed scope of work, clarifications, assumptions, etc.)**

**SECTION A: PROFESSIONAL SERVICES (work performed lump sum and/or hourly)**

Company	Description of Work to be Performed (Supporting quote & information attached)	Item Total
JOC Contractor Name	Preconstruction Services (Lump Sum)	\$ -
JOC Contractor Name	Preconstruction Services (Reimbursable Expenses)	\$ -
Design Professional Name	Architectural & Engineering Serices (Lump Sum)	\$ -
Design Professional Name	Architectural & Engineering Serices (Reimbursable Expenses)	\$ -
<b>Total Professional Svcs Cost (A1)</b>		<b>\$ -</b>

Position	Unit	Quantity
Construction Principal	Hours	0.00
JOC Program Coordinator	Hours	0.00
Project Manager 1 (Senior Experience Level)	Hours	0.00
Project Manager 2 (Junior Experience Level)	Hours	0.00
Superintendent 1 (Senior Experience Level)	Hours	0.00
Superintendent 2 (Junior Experience Level)	Hours	0.00
Estimator 1 (Senior Experience Level)	Hours	0.00
Estimator 2 (Junior Experience Level)	Hours	0.00
Estimating Coordinator	Hours	0.00

*\* includes overhead and labor burden*

Professional Services Hourly Rate*		Position
Each	Total	Total
\$ 140.00	\$ -	\$ -
\$ 124.00	\$ -	\$ -
\$ 110.00	\$ -	\$ -
\$ 84.00	\$ -	\$ -
\$ 110.00	\$ -	\$ -
\$ 84.00	\$ -	\$ -
\$ 110.00	\$ -	\$ -
\$ 84.00	\$ -	\$ -
\$ 70.00	\$ -	\$ -
<b>Total Professional Svcs Cost (A2)</b>		<b>\$ -</b>

**SECTION B: LABOR (inclusive of burden)**

Position	Unit	Quantity
Construction Principal	Hours	0.00
JOC Program Coordinator*	Hours	0.00
Project Manager 1 (Senior Experience Level)*	Hours	0.00
Project Manager 2 (Junior Experience Level)*	Hours	0.00
Superintendent 1 (Senior Experience Level)*	Hours	0.00
Superintendent 2 (Junior Experience Level)*	Hours	0.00
Assist. Project Manager*	Hours	0.00
General Superintendent*	Hours	0.00
Safety Manager	Hours	0.00
Project Coordinator	Hours	0.00
Laborer	Hours	0.00

*Note - \* indicates position is eligible for Construction Vehicle or Allowance*

Labor Cost		Position
Each	Total	Total
\$ 125.00	\$ -	\$ -
\$ 113.00	\$ -	\$ -
\$ 99.00	\$ -	\$ -
\$ 73.00	\$ -	\$ -
\$ 99.00	\$ -	\$ -
\$ 73.00	\$ -	\$ -
\$ 60.00	\$ -	\$ -
\$ 117.00	\$ -	\$ -
\$ 71.00	\$ -	\$ -
\$ 59.00	\$ -	\$ -
\$ 45.00	\$ -	\$ -
<b>Total Labor Cost</b>		<b>\$ -</b>



**SECTION C: EQUIPMENT (supporting information attached)**

Item	Unit	Quantity
Construction Vehicle w/ Fuel (Light Duty)	Week	0.0
Construction Vehicle w/ Fuel (Employee Allowance)	Week	0.0
Employee Voice / Data Package (Phone / Data Card)	Week	0.0
Firm Owned Water Truck w/out driver	Week	0.0

Equipment		Item
Each	Total	Total
\$ 400.00	\$ -	\$ -
\$ 400.00	\$ -	\$ -
\$ 40.00	\$ -	\$ -
\$ 1,950.00	\$ -	\$ -
Total Equipment Cost		\$ -

**SECTION D: MATERIALS (including non-labor General Conditions / Requirements)**

Item	Unit	Quantity
Material 1	day	0.0
Material 2	box	0.0
Material 3	roll	0.0
Material 4	ton	0.0
Material 5	yard	0.0
Material 6	Ea	0.0
Material 7	Ea	0.0
Material 8	ls	0.0
Material 9	mo.	0.0
Material 10	wk.	0.0

Material		Item
Each	Total	Total
\$ -	\$ -	\$ -
\$ -	\$ -	\$ -
\$ -	\$ -	\$ -
\$ -	\$ -	\$ -
\$ -	\$ -	\$ -
\$ -	\$ -	\$ -
\$ -	\$ -	\$ -
\$ -	\$ -	\$ -
\$ -	\$ -	\$ -
\$ -	\$ -	\$ -
\$ -	\$ -	\$ -
Total Materials Cost		\$ -

**SECTION E: SUBCONTRACTORS (including JOC Contractor self-performing as a subcontractor)**

Company	Description of Work to be Performed (Supporting quote & information attached)	Item Total
Subcontractor Name1	Grading	\$ -
Subcontractor Name2	Underground Utilities	\$ -
Subcontractor Name3	Survey	\$ -
Subcontractor Name4	Special Inspections	\$ -
Subcontractor Name5	Electrical	\$ -
Subcontractor Name6		\$ -
Subcontractor Name7		\$ -
Subcontractor Name8		\$ -
Subcontractor Name9		\$ -
Subcontractor Name10		\$ -
Total Subcontractor Cost		\$ -

**SECTION F: ALLOWANCES & CONTINGENCIES**

Company	Description of Allowances & Contingencies	Item Total
CORE Construction, Inc.	Allowance A Description	\$ -
CORE Construction, Inc.	Allowance B Description	\$ -
	Permits	\$ -
	Materials Testing	\$ -
	Builder's Risk Insurance Premium	\$ -
	Professional Liability Insurance Premium (when applies)	\$ -
CORE Construction, Inc.	Contractor's Construction Contingency	\$ -
		\$ -
City of Peoria	Owner's Construction Contingency	\$ -
		\$ -
Total Allowances & Contingencies Cost		\$ -

	%	(\$)
Subtotal Professional Services (A1+A2)	(from Matrix)	
	\$	-
JOC Contractor's Fee (Professional Services)	█	\$ -
Sales Tax	5.265%	\$ -
<b>Total Professional Services:</b>		<b>\$ -</b>
Subtotal Construction (B+C+D+E+F):		\$ -
General Liability Insurance	█	\$ -
Bond	█	\$ -
JOC Contractor's Fee (Construction)	█	\$ -
Sales Tax	5.265%	\$ -
<b>Total Construction :</b>		<b>\$ -</b>
<b>TOTAL JOB ORDER COST:</b>	█	<b>\$ -</b>

Submitted by:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

REV: 5/10/19 EW (CORE)

**ATTACHMENT D**

**Contractor's Contacts  
(Contact List & Authorized Signature Form)**

**(See Attached)**



April 10, 2019

## CONTACT LIST WITH JOB TITLES

### JOC Program Coordinator / Project Director

- o Emerson Ward, [emersonward@coreconstruction.com](mailto:emersonward@coreconstruction.com), (602) 980-1774
- o Joe Roeschley, [josephroeschley@coreconstruction.com](mailto:josephroeschley@coreconstruction.com), (602) 918-1205
- o Brian Hamm, [brianhamm@coreconstruction.com](mailto:brianhamm@coreconstruction.com), (480) 404-5550

### Estimator / Precon Manager (Advanced)

- o Leroy Trujillo, [leroytrujillo@coreconstruction.com](mailto:leroytrujillo@coreconstruction.com), (623) 640-2017

### Estimator / Precon Manager (Junior)

- o Jeff Smith, [jeffsmith@coreconstruction.com](mailto:jeffsmith@coreconstruction.com), (480) 273-7551
- o Dan Nelson, [danielnelson@coreconstruction.com](mailto:danielnelson@coreconstruction.com), (480) 440-3511

### Project Manager (Advanced)

- o Marc Thompson, [marcthompson@coreconstruction.com](mailto:marcthompson@coreconstruction.com), (602) 980-3686
- o Scott Reymore, [scottreymore@coreconstruction.com](mailto:scottreymore@coreconstruction.com), (602) 290-6273
- o Mike Stecyk, [mikestecyk@coreconstruction.com](mailto:mikestecyk@coreconstruction.com), (602) 319-9835
- o Ricardo Jimenez, [ricardojimenez@coreconstruction.com](mailto:ricardojimenez@coreconstruction.com), (602) 918-0085

### Project Manager (Junior)

- o Ethan Roy, [ethanroy@coreconstruction.com](mailto:ethanroy@coreconstruction.com), (602) 541-0499
- o JD Jordan, [jamesjordan@coreconstruction.com](mailto:jamesjordan@coreconstruction.com), (602) 501-6484
- o Diana Robles, [dianarobles@coreconstruction.com](mailto:dianarobles@coreconstruction.com), (480) 341-1529
- o Jonathan Goble, [jonathangoble@coreconstruction.com](mailto:jonathangoble@coreconstruction.com), (480) 268-6570

### Project Superintendent (Advanced)

- o Todd Doan, [todddoan@coreconstruction.com](mailto:todddoan@coreconstruction.com), (602) 531-7663
- o Alan Arvizu, [alanarvizu@coreconstruction.com](mailto:alanarvizu@coreconstruction.com), (480) 684-0027
- o Larry Mitchell, [larrymitchell@coreconstruction.com](mailto:larrymitchell@coreconstruction.com), (602) 695-3190
- o Allen Anderson, [allenanderson@coreconstruction.com](mailto:allenanderson@coreconstruction.com), (602) 377-5385
- o Mike Fimbrez, [mikefimbrez@coreconstruction.com](mailto:mikefimbrez@coreconstruction.com), (602) 908-8233
- o Mark Manos, [markmanos@coreconstruction.com](mailto:markmanos@coreconstruction.com), (602) 908-2535

### Project Superintendent (Junior)

- o Chris Carbone, [chriscarbone@coreconstruction.com](mailto:chriscarbone@coreconstruction.com), (480) 665-8648
- o Anwar Albandak, [anwaralbandak@coreconstruction.com](mailto:anwaralbandak@coreconstruction.com), (480) 431-0795
- o Ryan Jewell, [ryanjewell@coreconstruction.com](mailto:ryanjewell@coreconstruction.com), (480) 521-1989
- o Kevin Bell, [kevinbell@coreconstruction.com](mailto:kevinbell@coreconstruction.com), (602) 989-1065
- o James Eakins, [jameseakins@coreconstruction.com](mailto:jameseakins@coreconstruction.com), (602) 376-0753

### General Superintendent

- o Bobby Shipley, [bobbyshipley@coreconstruction.com](mailto:bobbyshipley@coreconstruction.com), (480) 263-1103
- o Ted Sarager, [tedsarager@coreconstruction.com](mailto:tedsarager@coreconstruction.com), (602) 980-1259
- o Matt Buckhannon, [mattbuckhannon@coreconstruction.com](mailto:mattbuckhannon@coreconstruction.com), (602) 918-0990



April 10, 2019

## **AUTHORIZED SIGNATURE FORM**

### **Individual Job Orders, Change Orders, and Time Extension**

- Emerson Ward, Project Director (JOC Program Manager)
- Gary Wenk, Operations Director
- Todd Steffen, President of CORE Construction, Inc.
- Dennis L. Barber, COO
- James K. Jacobs, CEO

### **Claims, Notice To Proceed, Bonds, Payroll, the Contract itself and any Amendments to it**

- Gary Wenk, Operations Director
- Todd Steffen, President of CORE Construction, Inc.
- Dennis L. Barber, COO
- James K. Jacobs, CEO

**LINKING AGREEMENT  
FOR PIGGYBACK PURCHASE  
BETWEEN  
THE TOWN OF PARADISE VALLEY  
AND  
CORE CONSTRUCTION, INC.**

**EXHIBIT B**  
Scope of Work and Pricing

(See attached: Job Order Cost Proposal dated May 29, 2019)



3036 East Greenway Rd.  
Phoenix, AZ 85032

T 602.494.0800  
F 602.992.0648

# Proposal

**Date:** May 29, 2019  
**Owner:** Town of Paradise Valley  
**Project:** #18-04-141 – Town Hall Optimization Phase 1  
**Location:** Paradise Valley, Arizona.  
**Procurement:** City of Peoria P19-0034

CORE Construction is pleased to provide you with this proposal. Enclosed you will find the basis of estimate clarifications and schedule of values which includes the requested scope of work, general conditions, sales tax, bonds, insurances, and fee.

**Total Proposal – \$574,075**

We look forward to a successful and enjoyable project together. Thank you for this opportunity, please do not hesitate to contact me directly with any questions or comments.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Ethan Roy". The signature is fluid and cursive, with a long, sweeping tail on the final letter.

Ethan Roy  
CORE Construction, Inc.

The Basis of Estimate is a written explanation clarifying the scope, assumptions and exclusions used in establishing this proposal. This proposal is based upon the most recent plans and/or specifications as prepared by DWL Architects+ dated May 07, 2019, and the scope clarifications below.

## Assumptions, Clarifications, & Exclusions

### Schedule

- Anticipated Start: September 2019
- Long Lead Items: Doors, Frames Hardware – 6-8 weeks; Mechanical Equipment – 12 Weeks; Modernfold Operable Partition – 14-16 weeks
- Projected Duration: 10-12 weeks

### Contingency & Allowances

- **We have included a 5% Contractor Contingency in this proposal** – Construction Contingency is intended to be used at CORE's discretion to cover costs that have not been identified as a trade specific scope during the scope walk-thru and/or (if provided) project plans and specifications and may require further clarification or coordination. These costs may include but are not limited to scope gap, coordination issues, overtime, expediting, missed scope during, etc. Construction Contingency does not account for design revisions or additional scope requests made by the Owner or Architect.
- **We have included a 2% Owner Allowance in this proposal** - Owner Allowance is intended to be used to cover costs associated for a system or scope of work for which sufficient detail is not available to determine a definitive cost when a Design Contingency is not included, for Owner or Architect wish list or extra items that were not included in the original proposal. A reasonable estimate is included as a placeholder for these items.

### General Assumptions

- This cost proposal is considered a Lump Sum, not line item Estimate.
- Unless otherwise included in scope below, CORE has not included any costs for permits, including but not limited to: building permit, systems permit, or dust control.
- All approved value engineering savings will be added to the Contractor's Contingency.
- All un-used Contractor's Contingency or Owner's Allowance will be credited back to Owner.
- General Conditions and/or General Requirements are considered cost of the work.
- Proposal valid for 30 days, unless otherwise directed by CORE Construction.

### Specific Assumptions

#### DEMOLITION –

- **Demolition –**
  - Includes the architectural demolition per demolition plans including but limited to interior walls, ceilings, flooring, fixtures, trellis canopy, storefronts and millwork.



- Includes the MEP demo as indicated per plans including, existing ductwork as required.
- NESHAP Notification is included.
- Salvage items to Owner per plans and specifications.
- This **does not** include any surveys or removal of hazardous material.

## SITE WORK (FINISH) –

- **Survey & Layout** – Layout of entrance concrete demolition and new monument signage.
- **Soil Treatment** – Pretreatment beneath new concrete at entrance.

## SITE WORK (FINISH) –

- **Landscaping & Irrigation** – Minor landscape touch up at monument signage locations and additional DG to match.
- **Concrete** –
  - Exposed aggregate concrete slab at new entry approximately 400 SF per plans and specifications.
  - Monument Signs – concrete footings and Broadform cast-in-place concrete monument panels.

## STRUCTURE –

- **Miscellaneous Metals** – Provide and install new steel canopy, tube steel fascia, decking, gutters, pipe column, connectors per details on A550 & A551.
- **Rough Carpentry** – Install glu-lam beam above new Glass Operable Partition. New fascia as required at new entrance trellis. Blocking and backing as required.

## ENCLOSURE –

- **Insulation** – Provide and install sound batt insulation at all interior walls per plans and specifications.
- **Aluminum Glass & Glazing** –
  - Includes (2) Exterior Openings W100 and W101.
  - (1) Door 146A with hardware allowance of \$1500 (no hardware schedule) for (1) Horton auto operator for 1 door leaf.
  - Includes (1) Interior Glass Operable Partition. Basis of Design is Modernfold Inc., Glass Wall Model 100SR-G. STC 41 rating and hardware allowance of \$1500 for Horton auto operator for 1 door leaf. 46" 3M Frosted Special Effect film install on Door W102.
- **Exterior Wall System** - Patch Exterior Stucco walls and soffits as required.

## INTERIOR FINISHES –

- **Finished Carpentry & Millwork** – The design is not complete therefore we have included in our proposal an **Allowance of \$30,000** for the following items:
  - Lobby – North Wall flush linear joint wood finish product. (Note that specified 9 Wood product may not be applicable in this situation per manufacturer.)
  - Info/Display Case - Red Oak Veneer Display Case.

- Stainless Steel Base at Display Case.
- Until we have full design and a better idea what the owner wants this should be a good placeholder.
- This budget is from an AWI Certified shop.
- **Doors, Frames, & Hardware** –
  - Salvage and reinstall hollow metal doors, hardware and TH157A (card reader) and TH174A Per Door Schedule.
  - Provide and install new hollow metal frames, door, hardware at 142A & 149D per Door Schedule.
- **Metal Studs, Drywall & Paint** –
  - Includes minor patching of the interior walls due to demolition as noted on drawings.
  - Installation of new framed gyp board (level 4) wall and ceilings Includes patching of hard lid ceilings as required.
  - Painting of all interior walls, ceilings and door and frames as required.
- **Acoustical Ceilings** – Provide and install per RCP and specifications.
- **Flooring** –
  - Provide and install all flooring and base per plans and specifications.
  - Includes minor floor prep.
- **Tile Package** – Floor tiling as indicated per plans and specifications. No ceramic base shown, none included.

### SPECIALTIES –

- **Signage Package** – Provide and install signage per A801 & A900 and specifications.
- **Fire Extinguishers & Cabinet** – Installation of fire extinguishers as required.

### EQUIPMENT – N/A

### MEP SYSTEMS –

- **Fire Sprinklers** – N/A
- **Plumbing Systems** – N/A
- **Mechanical HVAC Systems** –
  - Provide and install all complete mechanical HVAC as shown on M0.2 (Specifications), M1.1, M2.1, M6.1.
  - Includes provision and installation of Trane controls and integration into existing BAS system.
  - Test and Balance of new equipment and air distribution.
- **Electrical Systems** –
  - Provide and install all electrical power and lighting complete per plans and specifications (E0.1 thru E501 inclusive).



- **Fire Alarms Systems –**
  - We have included new FA equipment, wiring and devices to satisfy the AHJ.
  - Existing fire alarm control panel to remain per keynote 125/A105.

## SPECIAL SYSTEMS –

- **Projector** - Remove and reinstall existing projector at new location
- **Structured Cabling** - Provide and install all special systems and technology components as shown on T0.1 and T2.1.
- **Security** – No cameras are included. Assumed to be provided and installed by Owner.

## Specific Exclusions

- Hazardous Material Survey or Abatement
- Costs associated with Material Testing and/or Special Inspections
- Costs associated with General Building Inspections
- FF & E – Furniture, Fixtures, and Equipment (by Owner)
- Fire Sprinkler – Code Analysis (GOO3) - Fire Sprinklers are not required to be included in this project.
- Audio/Visual Systems (i.e. - Displays, Speakers, Screens, etc.). We have included reinstallation of existing projector.



## TofPV Town Hall Optimization

Estimate #7 - 06-03-2019

CORE PROJECT #: 18-04-141

LOCATION: Paradise Valley, AZ

ARCHITECT: DWL

PROCUREMENT: City of Peoria P19-0034A

BID TYPE: OPEN BOOK

DURATION(mnths): 3.00

WARRANTY(yrs): 1

TAX METHOD: MRRA

#	Description		Base Price
<b>DEMOLITION</b>			<b>\$10,165</b>
1	Demolition		\$10,165
2	Lead Abatement	(NOT IN CONTRACT)	
<b>SITE WORK (ROUGH)</b>			<b>\$1,096</b>
5	Survey & Layout		\$796
10	Soil Treatment		\$300
<b>SITE WORK (FINISH)</b>			<b>\$54,245</b>
13	Landscaping & Irrigation		\$2,097
16	Site Concrete		\$52,148
<b>STRUCTURE</b>			<b>\$28,918</b>
24	Structural Steel Package		\$24,990
27	Rough Carpentry		\$3,928
<b>ENCLOSURE</b>			<b>\$82,263</b>
31	Insulation		\$2,116
32	Aluminum, Glass & Glazing		\$72,523
35	Exterior Wall Systems (Stucco / EIFS)		\$3,907
36	Sheet Metal Gutters and Sealants		\$3,716
<b>INTERIOR FINISHES</b>			<b>\$128,683</b>
46	Finished Carpentry & Millwork		\$30,000
47	Doors, Frames, & Hardware		\$16,319
51	Metal Studs & Drywall Package		\$30,258
52	Painting		\$10,379
53	Acoustical Ceilings		\$14,410
54	Tile Package		\$15,674
55	Flooring Package		\$11,644
<b>SPECIALTIES</b>			<b>\$11,281</b>
64	Signage Package		\$9,542
67	Wall Protection & Corner Guards		\$414
68	Fire Extinguishers & Cabinets		\$1,325
<b>EQUIPMENT</b>			<b>\$0</b>
<b>MEP SYSTEMS</b>			<b>\$99,208</b>
83	Fire Sprinkler Systems	(NOT APPLICABLE)	
84	Plumbing Systems	(NOT IN CONTRACT)	
85	HVAC Systems		\$25,113
86	HVAC Controls		\$7,977
87	Test & Balance		\$1,088
88	Electrical Systems		\$58,665
89	Fire Alarm Systems		\$6,365
<b>SPECIAL SYSTEMS</b>			<b>\$8,580</b>
92	Structured Cabling Systems		\$8,580
93	Security/Access Control Systems	(BY OWNER)	
94	Audio Visual Systems	(BY OWNER)	
<b>CONTINGENCY</b>			<b>\$37,261</b>
7.0%	Construction Contingency		\$37,261
0.0%	Design Contingency	(NOT IN CONTRACT)	\$0
0.0%	Owner Contingency	(BY OWNER)	\$0
<b>GENERAL CONDITIONS</b>			<b>\$70,597</b>

<b>Subtotal</b>		<b>\$532,297</b>
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<b>Subtotal (with Insurance, &amp; Tax)</b>		<b>\$545,371</b>
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<b>Subtotal (with Insurance, Tax, &amp; Fee)</b>		<b>\$574,075</b>
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<b>Total</b>		<b>\$574,075</b>
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**LINKING AGREEMENT  
FOR PIGGYBACK PURCHASE  
BETWEEN  
THE TOWN OF PARADISE VALLEY  
AND  
CORE CONSTRUCTION, INC.**

**EXHIBIT C**  
Specific Requirements/Options of Town

Notices: All notices required under the Contract shall be sent to:

Paul Mood, Town Engineer  
Town of Paradise Valley  
6401 E. Lincoln Drive  
Paradise Valley, Arizona 85253

With mandatory copy to:

Town Attorney  
Town of Paradise Valley  
6401 E. Lincoln Drive  
Paradise Valley, Arizona 85253