

**CITY AND COUNTY OF DENVER  
DEPARTMENT OF PUBLIC WORKS**

**CONTRACT NO. 201947348**

**CONSTRUCTION ON-CALL SERVICES**

**CONTRACT**

**THIS CONTRACT AND AGREEMENT** made between the **CITY AND COUNTY OF DENVER**, a municipal corporation of the State of Colorado, hereinafter referred to as the "City," party of the first part, and **HALCYON CONSTRUCTION, INC.**, a Colorado corporation, whose address is 4627 West 20<sup>th</sup> Street Road, Greeley, Colorado 80634, hereinafter referred to as the "Contractor," party of the second part,

**WITNESSETH**, commencing on November 16, 2018, and for at least three (3) days the City advertised a solicitation for qualifications and proposals from qualified general contractors to perform services for furnishing all labor, tools, supplies, equipment, materials, and everything necessary and required for the following:

<b>ON-CALL CONSTRUCTION SERVICES</b>
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**WHEREAS**, proposals pursuant to said advertisement have been reviewed, evaluated and ranked by a selection committee and a recommendation was made to the Executive Director of Public Works (the terms "Executive Director of Public Works," "Executive Director," "Manager of Public Works," and "Manager" are interchangeable and shall have the same meaning), who has recommended that a Contract for said work be made and entered into with the above-named Contractor, and

**WHEREAS**, said Contractor is now willing, able and has the present capacity to perform all of said work in accordance with this Construction Contract, said advertisement and the referenced selection documents.

**NOW THEREFORE**, in consideration of the compensation to be paid the Contractor, the mutual agreements hereinafter contained, and subject to the terms hereinafter stated, it is mutually agreed as follows:

**1. CONTRACT DOCUMENTS**

It is agreed by the parties hereto that the following list of documents, instruments, technical specifications, plans, drawings and other materials which are attached hereto and bound herewith, incorporated herein by reference or otherwise referenced in these documents constitute and shall be referred to either as the "Contract Documents" or the "Contract," and all of said documents, instruments, technical specifications, Plans, Drawings and other materials taken together as a whole constitute the Contract between

the parties hereto, and they are as fully a part of this agreement as if they were set out verbatim and in full herein:

*Compliance Plan (Attached as Exhibit A)*  
*Equal Employment Opportunity Provisions (Attached as Exhibit B)*  
*ACORD Certificate of Insurance (Attached as Exhibit C)*  
*Prevailing Wage Rate Schedule(s) (Attached as Exhibit D)*  
*General Contract Conditions (Index attached as Exhibit E)*  
*Special Contract Conditions (Attached as Exhibit F)*  
*Performance and Payment Bond (Attached as Exhibit G)*  
*Hourly Rates (Attached as Exhibit H – for reference purposes only)*  
*Notice of Availability of Requests for Proposals*  
*Requests for Proposals*  
*Contractor Proposal*  
*Article III, Divisions 1, 2, and 3 of Chapter 28, D.R.M.C.*  
*Addenda (as applicable)*  
*Contract Form*  
*Notice to Apparent Successful Proposer*  
*\*Reserved*  
*\*Performance and Payment Bond*  
*\*Surety Authorization*  
*\*Change Rider*  
*\*Work Order Pricing Request*  
*\*Work Order Pricing Request Worksheet*  
*\*On-Call Construction Services Work Order*  
*\* On-Call Construction Services Work Order Notice to Proceed*  
*\*Contractor's Work Order Certification of Payment Form*  
*\*Work Order Final/Partial Lien Release Form*  
*\*Work Order Final Receipt*  
*\*Work Order Change Order (as applicable)*  
*\*Work Order Change Pricing Request Worksheet (as applicable)*  
*Federal Requirements (as applicable)*  
*Technical Specifications (as applicable)*  
*Work Order Contract Drawings (as applicable)*  
*Work Order Scope of Work (as applicable)*  
*Work Order Accepted Shop Drawings (as applicable)*

\*Forms attached to Special Conditions

## **2. SCOPE OF WORK**

This Contract contemplates performance of construction services by the Contractor on a variety of, as yet to be identified, City construction Projects on an “as needed” or “on-call” basis. Work on any assigned Project may require completion within a short time frame or may be of an emergency or time sensitive nature and prompt turnaround of Projects will be required. As such the Contractor shall have all necessary resources available, on an as-needed basis, to complete each such Project when directed by the City

during the Term of the Contract, in accordance with the terms and conditions of this Contract. The Contractor agrees to price all Work described in any Work Order Pricing Request issued hereunder, in accordance with the prices for covered items and terms and conditions contained herein and further agrees to and shall furnish all labor, tools, supplies, equipment, materials and everything necessary for and required to perform and complete all of the Work described in any Work Order issued by the City in accordance with the terms and conditions set forth herein.

It is anticipated that the On-Call General Contractor's scope of work may entail construction in any area, including but not limited to:

General Construction	Construction Supervision	Competitive Bidding
Interiors and Tenant Finish	Doors and Hardware	Mechanical/HVAC Electrical
Precon Services	Data and Telecommunications	Steel Fabrication and Erection
Carpentry	Masonry	Energy Efficient Construction
Roofing and Waterproofing	Asphalt/Concrete Work	Fire Alarm/Fire Protection
Landscape and Irrigation	Earthwork and Hauling	Signage
Security/Telecommunications/AV	Plumbing	Drywall and Painting
Concrete	Demolition	Miscellaneous Metals

### **3. TERMS OF PERFORMANCE**

For any Work Order Pricing Request submitted to the Contractor by the City for pricing, the Contractor agrees to review and, in good faith, submit comprehensive prices for each such Request within fourteen (14) consecutive calendar days of the issuance of such Request. In the event the City elects, at its sole discretion, to issue a Work Order pursuant to such a Request, the Contractor agrees to undertake the performance of all work described or referenced in the Work Order Pricing Request and Work Order and all other work necessary to complete the project in accordance with all plans and specifications within ten (10) consecutive calendar days of the issuance of a Notice to Proceed for the referenced Work Order. The Contractor agrees to satisfactorily perform and complete all Work or effort required to complete the scope of work or project described in each issued Work Order within the period of performance specified in the Work Order and Notice to Proceed, plus such extensions of time as may be granted by the Executive Director in accordance with the provision of the General Contract Conditions and Special Contract Conditions incorporated herein.

### **4. TERMS OF PAYMENT**

The City agrees to pay the Contractor for the performance of all of the Work required under each authorized Work Order, in accordance with the provisions of this Contract, General Contract Conditions and any applicable Special Contract Conditions.

### **5. TERM**

This Agreement shall commence on execution and terminate three years later unless extended by mutually agreeable written contract amendment initiated at the sole discretion of the City. Nothing contained herein shall obligate the City to extend the Agreement beyond the initial Term. The Term will be extended to complete any work authorized by a Work Order executed before the end of the Term and this Agreement

shall remain in full force and effect but only as to such Work Order, and only through the end of the Work Order's term, as may be extended by Change Order to such Work Order. However, in no event shall the Term of this Agreement be extended by Work Order or Work Order Change for more than a year beyond the initial three-year term.

**6. MAXIMUM CONTRACT AMOUNT**

The maximum amount to be paid by the City to the Contractor for satisfactory completion of all authorized Work Orders and Work Order Changes shall in no event exceed the sum of **FIFTEEN MILLION DOLLARS AND NO CENTS (\$15,000,000.00)**, unless the City in its sole discretion decides to modify the Contract to increase the Maximum Contract Amount by written contract amendment executed in the same manner as this Agreement.

**7. NO DISCRIMINATION IN EMPLOYMENT**

In connection with the performance of work under this Agreement, the Contractor may not refuse to hire, discharge, promote or demote, or discriminate in matters of compensation against any person otherwise qualified, solely because of race, color, religion, national origin, gender, age, military status, sexual orientation, gender identity or gender expression, marital status, or physical or mental disability. The Contractor shall insert the foregoing provision in all subcontracts.

**8. COMPLIANCE WITH M/WBE REQUIREMENT**

This Construction Contract is subject to all applicable provisions of Divisions 1 and 3 of Article III, of Chapter 28, Denver Revised Municipal Code (D.R.M.C.), designated as Sections 28-31 to 29-36 and 28-52 to 28-90 D.R.M.C. and referred to in this Contract as the "M/WBE Ordinance." In accordance with the requirements of the M/WBE Ordinance, the Contractor is committed to, at a minimum, meet the participation goal of **Fifteen Percent (15%)** established for this Project utilizing properly certified M/WBE subcontractors and suppliers. In addition to the applicable provisions of the M/WBE Ordinance, the Contractor agrees, as an express condition of its performance hereunder, to comply with the requirements of any approved Division of Small Business Opportunity Compliance Plan (attached and incorporated herein as **Exhibit A**). As directed by DSBO, and specific to the needs of the project, the Contractor shall be required to provide a narrative regarding compliance with the goal, which may include but is not limited to a list of committed M/WBE participants along with dollar and percent participation for each evidencing compliance with the overall goal, and fully executed letters of intent for each listed participant, all in a form satisfactory to the City. Without limiting the general applicability of the foregoing, the Contractor acknowledges its continuing duty, pursuant to Sections 28-72, 28-73 and 28-75 DRMC and the M/WBE Program, to meet and maintain throughout the duration of this Construction Contract its participation and compliance commitments and to ensure that all Subcontractors subject to the M/WBE Ordinance or the M/WBE Program also maintain such commitments and compliance. Failure to comply with these requirements may result, at the discretion of the Director of the Division of Small Business Opportunity ("DSBO"), in the imposition of sanctions against the Contractor in accordance with Section 28-77, DRMC. Nothing contained in

this Paragraph or in the referenced City ordinance shall negate the City's right to prior approval of Subcontractors, or substitutes therefore, under this Construction Contract.

**9. WAGE RATE REQUIREMENTS**

In performance of all Work hereunder, the Contractor agrees to comply with and be bound by all requirements and conditions of the City's Payment of Prevailing Wages Ordinance, Sections 20-76 through 20-79, D.R.M.C. and any determinations made by the City pursuant thereto.

**10. PAYMENT OF CITY MINIMUM WAGE**

Contractor shall comply with, and agrees to be bound by, all requirements, conditions, and City determinations regarding the City's Minimum Wage Ordinance, Sections 20-82 through 20-84 D.R.M.C., including, but not limited to, the requirement that every covered worker shall be paid no less than the City Minimum Wage in accordance with the foregoing D.R.M.C. Sections. By executing this Agreement, Contractor expressly acknowledges that Contractor is aware of the requirements of the City's Minimum Wage Ordinance and that any failure by Contractor, or any other individual or entity acting subject to this Agreement, to strictly comply with the foregoing D.R.M.C. Sections shall result in the penalties and other remedies authorized therein.

**11. APPLICABILITY OF LAWS**

The Agreement between the Contractor and the City shall be deemed to have been made in the City and County of Denver, State of Colorado and shall be subject to, governed by, and interpreted and construed by or in accordance with the laws of the State of Colorado and the Charter, Revised Municipal Code, Rules, Regulations, Executive Orders and fiscal rules of the City. As such, the Contractor shall at all times comply with the provisions of the Charter, Revised Municipal Code, Rules, Regulations, Executive Orders and fiscal rules of the City, and those State of Colorado and Federal Laws, Rules and Regulations, which in any manner limit, control or apply to the actions or operations of the Contractor, any subcontractors, employees, agents or servants of the Contractor engaged in the Work or affecting the materials and equipment used in the performance of the Work, as the same may be, from time to time, promulgated, revised or amended. The Charter and Revised Municipal Code of the City and County of Denver, as the same may be amended from time to time, are hereby expressly incorporated into this Agreement as if fully set out herein by this reference.

**12. APPROPRIATION**

"As of the date of this Contract, Zero Dollars (\$0.00) have been appropriated and encumbered for this Contract. The Contractor is hereby notified pursuant to Section 24-91-103.6(7)(a) of the Colorado Revised Statutes that the City intends to encumber funds on a Work Order by Work Order basis. Receipt of a fully executed Work Order is the written notice that funds have been appropriated and encumbered."

The issuance of any Work Order Change Order or other form or order or directive by the City which would cause the aggregate payable under the contract to exceed the amount appropriated for the Work Order is expressly prohibited. In no event shall the issuance of

any Work Order Change Order or other form of order or directive by the City be considered valid or binding if it requires additional compensable work to be performed, which work will cause the aggregate amount available under the Contract to exceed the amount appropriated and encumbered for this Contract, unless and until such time as the Contractor has been advised in writing by the Executive Director that a lawful appropriation, sufficient to cover the entire cost of such additional work, has been made.

It shall be the responsibility of the Contractor to verify that the amounts already appropriated for this Contract are sufficient to cover the entire cost of such work, and any work undertaken or performed in excess of the amount appropriated is undertaken or performed in violation of the terms of this contract, without the proper authorization for such work, and at the Contractor's own risk.

**13. ASSIGNMENT**

The Contractor shall not assign any of its rights, benefits, obligations or duties under this Contract except upon the prior written consent and approval of the Executive Director to such assignment.

**14. DISPUTE RESOLUTION PROCESS**

It is the express intention of the parties to this Contract that all disputes of any nature whatsoever regarding the Contract including, but not limited to, any claims for compensation or damages arising out of breach or default under this Contract, shall be resolved by administrative hearing pursuant to the provisions of Section 56-106, D.R.M.C., or, as applicable, Section 28-33 D.R.M.C. for Small Business Enterprise disputes. The Contractor expressly agrees that this dispute resolution process is the only dispute resolution mechanism that will be recognized by the parties for any claims put forward by the Contractor, notwithstanding any other claimed theory of entitlement on the part of the Contractor or its subcontractors or suppliers.

**15. CONTRACT BINDING**

It is agreed that this Contract shall be binding on and inure to the benefit of the parties hereto, their heirs, executors, administrators, assigns and successors.

**16. PARAGRAPH HEADINGS**

The captions and headings set forth herein are for convenience of reference only and shall not be construed so as to define or limit the terms and provisions hereof.

**17. SEVERABILITY**

It is understood and agreed by the parties hereto that, if any part, term, or provision of this Contract, except for the provisions of this Contract requiring prior appropriation and limiting the total amount to be paid by the City, is by the courts held to be illegal or in conflict with any law of the State of Colorado, the validity of the remaining portions or provisions shall not be affected, and the rights and obligations of the parties shall be construed and enforced as if the Contract did not contain the particular part, term or provision held to be invalid.

**18. WORK ORDER MAXIMUM**

Each Project will be accomplished by a single Work Order, assigned and authorized separately by Work Order and the maximum liability of the City for any one Work Order, shall not exceed the sum of **FIVE MILLION DOLLARS AND NO CENTS (\$5,000,000.00)**, including all authorized Work Order changes. In no event, shall the compensation paid to the Contractor by the City for any Work Order exceed the Work Order Maximum, set forth as the Do Not Exceed amount in the Work Order, as may be modified by any fully executed Work Order Change. In addition, the total compensation paid to the Contractor for all Work performed pursuant to this Contract shall not exceed the Maximum Contract Amount specified herein.

**19. USE, POSSESSION OR SALE OF ALCOHOL OR DRUGS**

Contractor shall cooperate and comply with the provisions of Executive Order 94 and its Attachment A concerning the use, possession or sale of alcohol or drugs. Violation of these provisions or refusal to cooperate with implementation of the policy can result in contract personnel being barred from City facilities and from participating in City operations.

**20. ELECTRONIC SIGNATURES AND ELECTRONIC RECORDS**

Contractor consents to the use of electronic signatures by the City. The Agreement, and any other documents requiring a signature hereunder, may be signed electronically by the City in the manner specified by the City. The Parties agree not to deny the legal effect or enforceability of the Agreement solely because it is in electronic form or because an electronic record was used in its formation. The Parties agree not to object to the admissibility of the Agreement in the form of an electronic record, or a paper copy of an electronic document, or a paper copy of a document bearing an electronic signature, on the ground that it is an electronic record or electronic signature or that it is not in its original form or is not an original.

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**Contract Control Number:**

IN WITNESS WHEREOF, the parties have set their hands and affixed their seals at  
Denver, Colorado as of

SEAL

**CITY AND COUNTY OF DENVER**

ATTEST:

By\_\_\_\_\_

\_\_\_\_\_

APPROVED AS TO FORM:

REGISTERED AND COUNTERSIGNED:

By\_\_\_\_\_

By\_\_\_\_\_

By\_\_\_\_\_





**Contract Control Number:** PWADM-201947348-00

**Contractor Name:** Halcyon Construction, Inc.

By: Bradley D. Schlepp

Name: Bradley D Schlepp  
(please print)

Title: President  
(please print)

**ATTEST: [if required]**

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

Name: \_\_\_\_\_  
(please print)

Title: \_\_\_\_\_  
(please print)



**EXHIBIT A**

**CITY AND COUNTY OF DENVER  
DIVISION OF SMALL BUSINESS OPPORTUNITY  
CONSTRUCTION CONTRACT COMPLIANCE PLAN  
FOR M/WBE PARTICIPATION**

**Halcyon Construction, Inc.  
General Contractor Construction On-Call  
201947348**

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**CITY AND COUNTY OF DENVER  
DIVISION OF SMALL BUSINESS OPPORTUNITY  
CONSTRUCTION CONTRACT COMPLIANCE PLAN  
FOR M/WBE PARTICIPATION**

**Halcyon Construction, Inc.  
General Contractor Construction On-Call  
201947348**

**SECTION 1: INTRODUCTION**

- A. Halcyon Construction, Inc (the “Contractor”) submits this Compliance Plan to the Director of the Division of Small Business Opportunity (“Director”), as required by the Manager of Public Works, in accordance with §§ 28-51 to 28-83, D.R.M.C., and the implementing rules adopted by the Director (“Rules”).
- B. Under the City’s Ordinance No. 85, Series of 2014 (the “M/WBE Ordinance”), codified at §§ 28-51 to 28-83, D.R.M.C., the M/WBE participation goal for this contract is 15% good faith solicitation level is 100%
- C. The Contractor is committed to compliance with the M/WBE Ordinance in its performance of the Contract. The Contractor will continually pursue a level of M/WBE participation that equals or exceeds 15% of the total construction price under the Contract for each work order.
- D. Because of the delivery method used for this Project, the work was not ready for subcontracting at the time when the Contractor was awarded the Contract. Therefore this Compliance Plan provides for the M/WBE solicitation and subcontracting to be performed after contract formation. The process by which the Contractor will solicit, obtain, count and maintain participation by M/WBE firms for this Project under this Compliance Plan, will be same as the M/WBE Ordinance requires for “design-bid-build” construction contracts, but will apply to individual work orders.
- E. This Compliance Plan describes how the Contractor will address the project goal on a per work order basis at the point where work orders are assigned so that the process of obtaining subcontractors and suppliers can begin, by committing to utilize M/WBEs for the Project work, using the good faith efforts as defined by the M/WBE Ordinance.
- F. The delivery method for this project under the Contract is On Call Construction Services.
- G. Since the work will be delivered by work order, Section 3 below describes the Contractor’s plan to meet the project goal as it relates to each work order.

## SECTION 2: KEY PERSONNEL

Bill Gregory, (970) 573-2657, [bill@halcyonconstruction.org](mailto:bill@halcyonconstruction.org), has been assigned as a Project Manager for this contract. The Project Manager is responsible for the overall management of the Contractor's performance of the project.

*Todd Radford, (303) 921-1224, [todd@halcyonconstruction.org](mailto:todd@halcyonconstruction.org), has also been assigned as a Project Manager for this contract. The Project Manager is responsible for the overall management of the Contractor's performance of the project.*

*Joe Essing, (970) 939-4354, [joe@halcyonconstruction.org](mailto:joe@halcyonconstruction.org), is the Superintendent, who reports to the Project Manager and is responsible for compliance with this Compliance Plan, outreach and coordination activities, and maintaining appropriate records to ensure that goals are met.*

*Heidi Whitman, (970) 417-1191, [heidi@halcyonconstruction.org](mailto:heidi@halcyonconstruction.org), is the Office Manager, who will administer subcontracts and ensure that all documentation required by DSBO is prepared and maintained. Heidi will coordinate the collection of the DSBO documentation and monthly payroll reports from all subcontractors and suppliers, including but not limited to M/WBEs*

## SECTION 3: STRUCTURING BID PACKAGES FOR M/WBE PARTICIPATION

- A. The Contractor will meet the set goal of 15% and Letters of Intent will be due with each work order.
- B. These packages will be reviewed and refined as the work for the Contract is further defined and ready for the process of subcontracting. Specifically, prior to advertising any package of work for bids or proposals, the Contractor will review the work in detail, to determine the types of work that can be performed by M/WBE firms, with reference to the DSBO's database and directory of certified M/WBE firms, and will adjust its subcontracting packages to maximize opportunities for M/WBE participation in such subcontracting, within economically feasible packages.
- C. The Contractor has the following preliminary schedule for issuance of each task order:  

N/A
- D. N/A
- E. *Halcyon has developed a subcontractor list with over hundreds of successful partnerships. We perform extensive evaluations, assess subcontractor performance on each project, and require annual re-qualification by each of our subs. When selecting subcontractors for a project, we consider comprehensively whether subcontractors are already qualified as SBE/MWBE's for the City of Denver, are they appropriate for the type and size of the work and do they fit with the overall project team. We also assess*

*subcontractors' financial strength to ensure they can complete the job, and carefully review their safety records.*

*Getting the best subcontractors is a two-part process. On the one hand, we must identify who the best subcontractors are for each job, and we must constantly reaffirm their qualifications. On the other hand, we must provide a working and bidding environment that attracts and retains elite companies to participate in our jobs, and to bring their very best to the table on every project.*

*Halcyon holds our subcontractors to high performance standards. We respect our subcontractors as business partnerships: we pay them promptly and treat them fairly. While it isn't easy to qualify as a Halcyon subcontractor, or to perform work to Halcyon standards, we work hard to ensure the success of those who do. Halcyon's bidding process allows us to clearly communicate each job in terms of scope, schedule, cost, quality and relationship to other trades. We make it a point to go above and beyond the information contained in typical bid packages. By addressing every detail of the work and clearly stating our expectations, our bid packages produce reliable bids and reduce or eliminate contingencies.*

- F. The contractor will meet the 15% goal on the overall contract or submit a Modified Good Faith Effort.
- G. The Contractor may consider, in order to maximize M/WBE participation, subcontracting the following types of work which it might ordinarily self-perform: Demolition, Finished Carpentry, and Concrete.

#### **SECTION 4: COMMUNITY OUTREACH EFFORTS AND ADVERTISING TO M/WBE CERTIFIED FIRMS:**

The Contractor will conduct the following outreach efforts:

- A. Contractor will use the City's M/WBE directory and encourage all non-M/WBE subcontractors to use the directory when soliciting any of their own subcontractors or suppliers for the project.
- B. If during outreach efforts, Contractor locates a firm which appears to be eligible for City M/WBE certification but is not so certified, Contractor will direct the firm to DSBO and encourage the firm to pursue certification if eligible.
- C. When it has work packages ready for subcontracting, the Contractor will use the City's online directory to specifically solicit City-certified M/WBE participation whenever possible.
- D. See Response Section 3.E

E. Halcyon's bidding process allows us to clearly communicate each job in terms of scope, schedule, cost, quality and relationship to other trades. We make it a point to go above and beyond the information contained in typical bid packages. By addressing every detail of the work and clearly stating our expectations, our bid packages produce reliable bids and reduce or eliminate contingencies. We compare cost, ability to perform, and overall schedule before we select a contractor to work on a specific project.

The estimating process begins with a thorough understanding of the project's scope of work. Architects and engineers define scope in plans and specifications, but for construction estimating, the realities of the jobsite, such as weather, ongoing operations, soils conditions, access/egress, security, safety, site layout, environment protection and other context scope must be considered, as well as the means and methods by which the work will be executed. These all impact the overall cost of the project.

Quantifying the project is the next step in the estimating process. Converting scope to quantities requires an accurate quantity take-off representing the complete scope of work then becomes the solid foundation to which unit prices are applied.

The third step in the estimating process is the application of unit costs to the quantified scope of work. We accumulate multiple unit costs from subcontractors, vendors, suppliers, and their own cost records.

Pricing must be comprehensive and include all the direct and indirect costs associated with the project AND the cost of being in business as a contractor.

The final step in the cost estimating process is we double check the results and have internal peer review of all pricing before it goes to the client.

F. The Contractor will send to each bidder/proposer, a Notice of Selection for each subcontract for which it solicited M/WBE participation, no later than 30 days after it has entered into the subcontract, so that unsuccessful bidders/proposers are aware of the result of the bid/proposal process.

## **SECTION 5: M/WBE PARTICIPATION; MAINTAINING COMMITMENTS**

A. When issuing each work order for bid under the Contract, the Contractor will make a good faith effort to meet or exceed the goal percentage of M/WBE participation which it has identified for that work order. The minimum level of these efforts is specified in § 28-62(b), D.R.M.C. and Rule VII(B). They may include, but will not be limited to, the outreach activities identified in Section 4 above.

B. When requested by DSBO, the Contractor will submit bid packages to DSBO for review and comment. When requested by DSBO, the Contractor will submit bid tabulation sheets to DSBO for review.

- C. The Contractor will report to DSBO the total M/WBE participation obtained for each work order. No later than 5 days after issuing Notice to Proceed for such work, the Contractor will submit to DSBO, for each M/WBE subcontractor or supplier with whom it contracts, a Letter of Intent and other documentation, in accordance with Section 6 below. If self-performing, then the M/WBE contractor must also submit a letter of intent for itself.
- D. The Contractor will document its efforts to obtain M/WBE participation for each work order and submit such documentation to DSBO upon request by DSBO at any time. The Contractor acknowledges that it may meet or exceed a percentage goal for M/WBE participation on each work order, or it may fall short of meeting the participation goal for a specific work order. Therefore the Contractor must be able to demonstrate its good faith effort, consistent with § 28-62(b), D.R.M.C., to obtain M/WBE participation for each work order under the contract, except for work orders that are subject to a “modified good faith effort” under § 28-75(c), D.R.M.C., in which case the Contractor must be able to demonstrate its compliance with the requirements of § 28-75(c), D.R.M.C. Sections 28-62(b) and 28-75(c), D.R.M.C., are attached to this Compliance Plan as Attachment 1, for convenient reference.
- E. The M/WBE participation percentage will be calculated by dividing the total value of the M/WBE participation by the total contract amount for the work order, including all change orders. The Contractor will count M/WBE participation according to the M/WBE Ordinance, including § 28-63, D.R.M.C., and Rule VII(C).
- F. As required by D.R.M.C. § 28-73, the Contractor shall immediately inform the DSBO in writing of any agreed-upon increase or decrease in the scope of work of the Contract, regardless of whether it has been reduced to writing at the time of notification. Any increase in the scope of work which increases the dollar value of the contract, whether or not such change is within the scope of work designated for performance by an M/WBE under any subcontract, shall be contemporaneously submitted to the DSBO. Those changes to the scope of work that cannot be performed by existing project participants (the Contractor, subcontractors, suppliers, etc.) shall be subject to a goal for M/WBEs equal to the original committed goal. The Contractor shall satisfy the goal for the changed scope of work by soliciting new M/WBEs in accordance with § 28-60, D.R.M.C., and it must show each element of modified good faith that is stated in § 28-75(c), D.R.M.C. The Contractor shall provide to the Director the documentation described in § 28-75(c) with respect to the increased dollar value of the contract.
- G. The Contractor will comply with the provisions of § 28-75 as to the replacement of a M/WBE on the Project.
- H. The Contractor acknowledges that it has a continuing duty, under D.R.M.C. §§ 28-72, 28-73, and 28-75, to maintain, throughout the duration of the contract, compliance with the level of M/WBE participation committed to under any approved compliance plan, and that such commitment is a material condition of the Contract.

## **SECTION 6: COMPLIANCE DOCUMENTS AND REPORTING**

A. The Contractor will submit the following documentation, properly completed and submitted monthly or when otherwise required by DSBO.

1. Prime contractor background information form\*
2. DSBO Schedule of Work form\*
3. Subcontractor background information form for all subcontractors\*
4. M/WBE Letters of Intent
5. Monthly contractor's certification of payment forms (participation report)
6. DSBO change order forms
7. M/WBE final lien release forms
8. B2G online payment verification

(\*due at NTP + 5 days; revisions as required)

B. The Contractor will document its progress in seeking and obtaining M/WBE participation as required by DSBO. Records of the Contractor's efforts to solicit M/WBE subcontractor and supplier participation, will be maintained and reported monthly to DSBO, or as otherwise required, including:

1. Dates of solicitation
2. Names, addresses and telephone numbers of all M/WBE firms contacted.
3. Description of efforts made to contact M/WBE firms.
4. Description of information provided to M/WBE firms.
5. Description of the process and outcome.
6. Advertisements soliciting bids from M/WBE firms in local community publications or construction industry related publications.
7. Schedules of prebid meetings to inform M/WBE and non-M/WBE subcontractors and suppliers of opportunities to participate.
8. Evidence that the Contractor provided M/WBE subcontractors and suppliers necessary access to and adequate time to review all project documents.
9. All other documentation required to establish the Contractor's compliance with the good faith efforts required by City ordinance, specifically the items enumerated in subsections 28-62(b)(2) through 28-62(b)(10). D.R.M.C.

## **SECTION 7: PLAN ADMINISTRATION; MONITORING; CLOSEOUT**

A. DSBO shall have prompt, full and complete access to all Contractor and subcontractor personnel, books and records required to monitor and assure performance of this Compliance Plan.

B. The Contractor's personnel identified in Section 2 above, will be responsible for administering and monitoring the Contractor's performance of this Compliance Plan.



- C. Actual M/WBE participation will be calculated in accordance with the M/WBE Ordinance, including § 28-63, D.R.M.C., and applicable Rules. The Contractor will submit to DSBO a monthly tracking report demonstrating the M/WBE participation that has been achieved.
- D. The Contractor acknowledges that the City may impose monetary penalties and/or withhold payment in the event of Contractor's non-compliance with the M/WBE Ordinance and this Compliance Plan.
- E. The Contractor will use the following methodology for final reconciliation of M/WBE participation performance achieved during the Contract term, measured against the established project goal. The Contractor will present copies of all signed DSBO Final Lien Release forms for M/WBE firms utilized for participation on the Contract. DSBO will compare the Final Monthly Participation Report submitted by the Contractor to determine if the Final Lien Release dollar figures match what is contained within the Final Monthly Participation Report. Final Compliance shall be achieved when the Contractor establishes to the Director's satisfaction, that it has remitted payments to M/WBE firms utilized on the Project; that it utilized M/WBE firms in accordance with each such firm's Letter of Intent; and that the amount of payments to M/WBE firms equals or exceeds the assigned M/WBE goal for the total amount of the Contract. Failure to achieve final compliance may subject the Contractor to sanctions, in accordance with D.R.M.C, Section 28-77. As provided in such ordinance, sanctions may include, but are not limited to, assessment by the Director of a monetary penalty against the Contractor in an amount not more than 150% of the contract amount for each M/WBE involved. Any such monetary penalty leveled by the Director shall be withheld from the final payment due to the Contractor, and any amount that remains due and owing to the City may be collected pursuant to D.R.M.C., Section 28-77. The Contractor may seek review of any such determination by the Director to levy sanctions through the dispute resolution process set forth in the Construction Contract.

## **SECTION 8: NON-COMPLIANCE; SANCTIONS; REMEDIATION PLAN**

- A. At all times, DSBO shall monitor the Contractor's compliance with this Plan and the M/WBE Ordinance and Rules. The Contractor shall fully cooperate with DSBO's compliance monitoring and auditing efforts, including DSBO's investigation of any alleged or suspected non-compliance by the Contractor.
- B. If the Director has reason to believe that the Contractor is not in compliance with this Plan or with the M/WBE Ordinance, the Director shall give the Contractor written notice of non-compliance, citing the reasons why the Contractor is not in compliance, and giving the Contractor thirty (30) days in which to submit a remediation plan for the Director's review and acceptance. The remediation plan shall demonstrate how the Contractor will cure such non-compliance, and if such non-compliance consists of failure to obtain or maintain M/WBE participation at the committed level, that the Contractor's

M/WBE participation level will again achieve the committed level, and that the Contractor will ultimately achieve the committed participation goal for the contract.

- C. The Contractor shall, within such thirty (30) day period, deliver to the Director a written remediation plan the Director's review and approval.
- D. The Director may issue a written determination of non-compliance and the sanction which the Director has elected to impose as a consequence:
  - (1) If the Contractor does not respond within the time allowed; or
  - (2) If the Contractor fails to submit a satisfactory remediation plan; or
  - (3) If a Contractor submits an acceptable remediation plan but thereafter fails to comply with the plan.
- E. The Contractor may contest a determination issued under Section 8(D), by requesting a hearing within 30 days after the date of such determination, as provided in § 28-33, D.R.M.C.

## **SECTION 9: MEDIATION**

The Contractor will provide a process to resolve disputes that occur between a M/WBE and any non-M/WBE subcontractors or suppliers under the Contract. The Contractor will document such disputes and inform DSBO of the steps the Contractor plans to take to resolve the dispute. The Contractor may ask DSBO to assist in the resolution process it has developed. The Contractor will document and notify DSBO if those disputes have been resolved and inform DSBO of any disputes it was unable to resolve. DSBO will notify the Contractor of any complaints received by DSBO from M/WBE firms regarding a dispute they are experiencing with either a subcontractor or the Contractor.

IN WITNESS WHEREOF, Contractor has executed and agrees to abide by the terms of this Compliance Plan as of the 2<sup>nd</sup> day of March, 2019.

Contractor

By: 

## ATTACHMENT 1

### EXCERPTS FROM DENVER REVISED MUNICIPAL CODE

#### *Sections 28-62(b) and 28-75(c), D.R.M.C*

#### **Sec. 28-62. Same--Good faith efforts.**

(b) The statement of good faith efforts shall include a specific response and verification with respect to each of the following good faith effort categories, which may be further defined by rule or regulation. A bidder or proposer may include any additional information it believes may be relevant. Failure of a bidder or proposer to show good faith efforts as to any one (1) of the following categories shall render its overall good faith effort showing insufficient and its bid or proposal non-responsive:

- (1) If prebid or preselection meetings are scheduled by the city at which MBEs and WBEs may be informed of subcontracting or joint venture opportunities under a proposed contract to be bid, or procured pursuant to the competitive selection process, attendance at such prebid or preselection meetings is not mandatory; however, bidders and proposers are responsible for the information provided at these meetings.
- (2) The bidder or proposer must solicit through all reasonable and available means, the interest of all MBEs and WBEs certified in the scopes of work of the contract. The bidder or proposer must solicit the interest of such MBEs and WBEs within sufficient time, prior to the bid opening or date of final project-specific proposal in the case of a competitive selection process, to allow such MBEs and WBEs to respond to the solicitation. The bidder or proposer must determine with certainty if the MBEs and WBEs are interested by demonstrating appropriate steps to follow up initial solicitations.
- (3) The bidder or proposer must select portions of the work of the contract to be performed by MBEs and WBEs in order to increase the likelihood that the project goal will be achieved. This includes, where appropriate, breaking out contract work items into economically feasible units to facilitate MBE and WBE participation as subcontractors or joint venturers, and for bidder or proposer self-performed work, as suppliers, manufacturers, manufacturer's representatives and brokers, all reasonably consistent with industry practice, even when the bidder or proposer would otherwise prefer to perform these work items with its own forces. The bidder or proposer must identify what portions of the contract will be self-performed and what portions of the contract will be opened to solicitation of bids, proposals and quotes from MBE and WBEs. All portions of the contract not self-performed must be solicited for MBE and WBE participation. The ability or desire of a bidder or proposer to perform the work of a contract with its own forces does not relieve the bidder or proposer of the responsibility to meet the project goal or demonstrate good faith efforts to do so.
- (4) The bidder or proposer, consistent with industry practice, must provide MBEs and WBEs at a clearly stated location with timely, adequate access to and information about the plans, specifications, and requirements of the contract, including bonding and insurance requirements, if any, to assist them in responding to a solicitation.

- (5) The bidder or proposer must negotiate in good faith with interested MBEs and WBEs and provide written documentation of such negotiation with each such MBE or WBE.
- (6) For each MBE or WBE which contacted the bidder or proposer or which the bidder or proposer contacted or attempted to subcontract or joint venture with, consistent with industry practice, the bidder or proposer must supply a statement giving the reasons why the bidder or proposer and the MBE or WBE did not succeed in negotiating a subcontracting, supplier, manufacturer, manufacturer's representative, broker or joint venture agreement, as applicable.
- (7) The bidder or proposer must provide verification that it rejected each non-utilized MBE and WBE because the MBE or WBE did not submit the lowest bid or it was not qualified. Such verification shall include a verified statement of the amounts of all bids received from potential or utilized subcontractors, suppliers, manufacturers, manufacturer's representatives, brokers or joint venturers on the contract, whether or not they are MBEs or WBEs. In making such a determination of not being qualified, the bidder or proposer shall be guided by the definition of qualified in section 28-54(42), but evidence of lack of qualification must be based on factors other than solely the amount of the MBE's or WBE's bid. For each MBE or WBE found not to be qualified by the bidder or proposer, the verification shall include a statement giving the bidder's or proposer's reasons for its conclusion. A bidder's or proposer's industry standing or group memberships may not be the cause of rejection of an MBE or WBE. A bidder or proposer may not reject an MBE or WBE as being unqualified without sound reasons based on a reasonably thorough investigation and assessment of the MBE's or WBE's capabilities and expertise.
- (8) If requested by a solicited MBE or WBE, the bidder or proposer must make reasonable efforts to assist interested MBEs and WBEs in obtaining bonding, lines of credit, or insurance as required by the city or by the bidder or proposer, provided that the bidder or proposer need not provide financial assistance toward this effort.
- (9) If requested by a solicited MBE or WBE, the bidder or proposer must make reasonable efforts to assist interested MBEs and WBEs in obtaining necessary and competitively priced equipment, supplies, materials, or related assistance or services for performance under the contract, provided that the bidder or proposer need not provide financial assistance toward this effort.
- (10) The bidder or proposer must use the DSBO MBE/WBE directories to identify, recruit, and place MBEs and WBEs.

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**Sec. 28-75. Potential violations during contract performance.**

(c) The following modified good faith requirements shall apply to sections 28-72 and 28-73. In the event that a contractor or consultant must add or replace an MBE or WBE subcontractor, subconsultant, joint venturer, supplier, manufacturer, manufacturer's representative or broker or in the event that a new scope of work is added to the ongoing contract, and the contractor or consultant in such event is in non-compliance with maintenance of the original project goal upon which the contract was awarded, due to failure to utilize additional MBEs or WBEs, the following modified good faith efforts must be completed. Failure of a contractor or consultant to show

good faith efforts as to any one (1) of the following categories shall render its overall good faith efforts showing insufficient; and its contract performance in non-compliance with this division 3.

- (1) Verification in writing to the DSBO of the contractor's or consultant's intention to terminate or replace an MBE or WBE originally identified for participation in the bid, proposal or competitive selection process proposal upon which the contract was awarded. The reason for the termination or replacement must be stated and the type of work or services must be identified.
- (2) Verification that the contractor or consultant used the most current MBE and WBE directory from the DSBO in order to contact MBEs and WBEs that are certified in the applicable area of work or supply at the time of the modified good faith effort.
- (3) Verification of efforts to contact appropriate MBEs and WBEs within the same identified subcontractor, subconsultant, joint venturer, supplier, manufacturer, manufacturer's representative or broker area must be documented. Facsimile transmission, e-mail and telephone communication will be acceptable. The director may verify such contacts as he deems appropriate.
- (4) Documentation of the modified good faith efforts must be submitted to the DSBO prior to the payment to the contractor or consultant of the next progress or other partial payment or fund release under the contract.

## **EXHIBIT B**

### **RULES AND REGULATIONS**

#### ***REGARDING***

#### **EQUAL EMPLOYMENT OPPORTUNITY**

Promulgated and adopted by the Manager of Public Works pursuant to and by authority of Article III, Division 2, Chapter 28 of the Revised Municipal Code of the City and County of Denver, and for the purpose of insuring that contractors, subcontractors and suppliers soliciting and receiving compensation for contract work from or through the City and County of Denver provide equal opportunity in employment without regard to race, color, creed, sex, national origin, age, religion, marital status, political opinion or affiliation or mental or physical handicap and meet certain requirements for the hiring, training, promotion, and treatment during employment of members of ethnic groups subject to differential treatment, including persons of African descent (Black), Spanish-surnamed (Hispanic), Asian- American and American Indian Groups.

#### ***RULE I - DEFINITIONS***

- A. "City" means the City and County of Denver.
- B. "Manager" shall mean the Manager of Public Works for the City and County of Denver.
- C. "Contract" means a contract entered into with the City and County of Denver, financed in whole or in part by local resources or funds of the City and County of Denver, for the construction of any public building or prosecution or completion of any public work.
- D. "Contractor" means the original party to a contract with the City and County of Denver, also referred to as the "general" or "prime" contractor.
- E. "Director" means the Director of the Division of Small Business Opportunity.
- F. "Subcontractor" means any person, company, association, partnership, corporation, or other entity, which assumes by subordinate agreement some or all of the obligations of the general or prime contractor.
- G. The phrase "Bidding Specifications" as used in Article III, Division 2 of Chapter 28 of the Revised Municipal Code shall include BID CONDITION, INVITATION TO BID, and NOTICE OF PROPOSAL.
- H. "Affirmative Action Program" means a set of specific and result-oriented procedures or steps to which a contractor commits himself to apply every good faith effort to employ members of ethnic minority groups, to include persons of African descent (Black), Spanish surnamed (Hispanic), Asian-American, American Indians, and persons with mental or physical handicap.
- I. "Division of Small Business Opportunity" means the City agency established pursuant to Article III, Division 1 of Chapter 28 of the Denver Revised Municipal Code.

#### ***RULE II - NOTICE OF HEARING***

When results of conciliation efforts are unsatisfactory to the Manager and he is informed in accordance with Article III, Division 2 of Chapter 28 of the Revised Municipal code that a contractor or subcontractor has apparently failed to meet affirmative action and equal employment opportunity requirements after a reasonable period of notice to correct deficiencies, the Manager will, prior to imposition of any sanctions, afford the general contractor a hearing in order to determine whether the contractor or his subcontractors have failed to comply with the affirmative action and equal employment opportunity requirements of Article III, Division 2 of Chapter 28 of the Revised Municipal Code or of the contract. Written notice of such hearing shall be delivered personally or sent by certified mail, return receipt requested, to the contractor and to any subcontractor involved, at least ten (10) days prior to the date scheduled for the hearing.

### **RULE III - *HEARING***

- A. Contractors will appear at hearings and may be represented by counsel, and may present testimony orally and other evidence.
- B. Hearings shall be conducted by one or more hearing examiners designated as such by the Manager.
- C. The Director of the Division of Small Business Opportunity may participate in hearings as a witness.
- D. Hearings shall be held at the place specified in the notice of hearing.
- E. All oral testimony shall be given under oath or affirmation and a record of such proceedings shall be made.
- F. All hearings shall be open to the public.
- G. The hearing officer shall make recommendations to the Manager who shall make a final decision.

### **REGULATIONS**

#### **REGULATION NO. 1 - ORDINANCE:**

The Rules and Regulations of the Manager shall be inserted in the bidding specifications for every contract for which bidding is required.

#### **REGULATION NO. 2 - EXEMPTIONS:**

Each contract and subcontract, regardless of the dollar amount, shall be subject to affirmative action requirements unless specifically exempted in writing individually by the Manager. Exemptions apply only to "affirmative action" in equal employment opportunity, and are not to be construed as condonation in any manner of "discrimination" or "discriminatory practices" in employment because of race, color, creed, sex, age, national origin, religion, marital status, political opinion or mental or physical handicap.

#### **REGULATION NO. 3 - DIRECTOR OF CONTRACT COMPLIANCE:**

The Director of the Division of Small Business Opportunity shall perform the duties assigned to such official by Article III, Division 2 Chapter 28 of the Revised Municipal Code and by the Manager. (1) The Director of the Division of Small Business Opportunity or designated representatives shall inform bidders and contractors of affirmative action procedures, programs, and goals in accordance with the Ordinance at pre-bid and pre-construction conference; (2) make regular on-site inspections; (3) supply contractors and subcontractors with report forms to be completed by them when requested, and furnished to the Director of the Division of Small Business Opportunity; and (4) review payroll records, employment records and practices of general contractors and their subcontractors and suppliers during the performance of any contract. The Director of the Division of Small Business Opportunity shall promptly report apparent affirmative action deficiencies to the Manager.

#### **REGULATION NO. 4 - GOALS AND TIMETABLES:**

In general, goals and timetables should take into account anticipated vacancies and the availability of skills in the market place from which employees should be drawn. In addition, where discrimination in employment by a general contractor or any of his subcontractors is indicated, a corrective action program will take into account the need by the general contractor and his subcontractors to correct past discriminatory practices and reach goals of minority manpower utilization on a timely basis through such recruiting and advertising efforts as are necessary and appropriate.

#### **REGULATION NO. 5 - AWARD OF CONTRACTS:**

It shall be the responsibility of the Director of the Division of Small Business Opportunity to determine the affirmative action capability of bidders, contractors and subcontractors and to recommend to the Manager the award of contracts to those bidders, contractors and subcontractors and suppliers who demonstrate the ability and willingness to comply with the terms of their contract.

#### **REGULATION NO. 6 - PUBLICATION AND DUPLICATION:**

Copies of these Rules and Regulations as amended by the Manager from time to time, shall as soon as practicable and after Notice being published will be made a part of all City Contracts.

#### **REGULATION NO. 7 - NOTICE TO PROCEED:**

Prior to issuance of the Notice to Proceed a sign-off will be required of the Director of the Division of Small Business Opportunity or his designee.

#### **REGULATION NO. 8 - CONTRACTS WITH SUBCONTRACTORS:**

To the greatest extent possible, the contractor shall make a good faith effort to contract with minority contractors, subcontractors and suppliers for services and supplies by taking affirmative actions, which include but are not limited to the following:

1. Advertise invitations for subcontractor bids in minority community news media.
2. Contact minority contractor organizations for referral of prospective subcontractors.
3. Purchase materials and supplies from minority material suppliers.

#### **REGULATION NO. 9 - AGENCY REFERRALS:**

It shall be no excuse that the union with which the contractor or subcontractor has an agreement providing for referral, exclusive or otherwise, failed to refer minority employees.

#### **REGULATION NO. 10 - CLAUSES:**

The Manager shall include the appropriate clauses in every contract and the contractor shall cause to be inserted in every subcontract the appropriate clauses:

1. APPENDIX A: City and County of Denver Equal Opportunity Clause - ALL CONTRACTS funded only with City and County of Denver monies.
2. APPENDIX B: Equal Opportunity Clause (11246) - ALL FEDERAL ASSISTED.
3. APPENDIX C: Section 3 - Assurance of Compliance - HUD ASSISTED PROJECTS.
4. APPENDIX D: Section 3 - Clause - HUD ASSISTED PROJECTS. All amendments to the appendices shall be included by reference.

#### **REGULATION NO. 11 - SHOW CAUSE NOTICES:**

When the Manager has reasonable cause to believe that a contractor has violated Article III, Division 2 of Chapter 28 of the Denver Revised Municipal Code, he may issue a notice requiring the contractor to show cause, within fifteen (15) days why enforcement procedures, or other appropriate action to insure compliance, should not be instituted.

#### **REGULATION NO. 12 - BID CONDITIONS - AFFIRMATIVE ACTION REQUIREMENTS - EQUAL EMPLOYMENT OPPORTUNITY:**

1. APPENDIX E: The Bid Conditions - Affirmative Action Requirements - Equal Employment Opportunity as amended and published by the U.S. Department of Labor Employment Standards Administration, Office of Federal Contract Compliance, shall be inserted verbatim for bidding specification for every non-exempt contract involving the use of Federal funds.
2. APPENDIX F: The Bid Conditions - Affirmative Action Requirements - Equal Employment Opportunity as published by the Department of Public Works, City and County of Denver, shall be inserted verbatim as bidding specifications for every non-exempt contract using City funds.



## **CITY AND COUNTY OF DENVER DEPARTMENT OF PUBLIC WORKS**

### **APPENDIX A**

#### **CITY AND COUNTY OF DENVER EQUAL OPPORTUNITY CLAUSE - ALL CONTRACTS**

1. The Contractor will not discriminate against any employee or applicant for employment because of race, creed, color, sex, age, national origin, religion, marital status, political opinion or affiliation, or mental or physical handicap. The Contractor will take affirmative action to ensure that applicants are employed, and that employees are treated during employment without regard to their race, creed, color, sex, age, national origin, religion, marital status, political opinion or affiliation, or mental or physical handicap. 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 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, creed, color, sex, age, national origin, religion, marital status, political opinion or affiliation, or mental or physical handicap.
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, advising the said labor union or workers' representatives of the contractor's commitments under this section, and shall post copies of the notice in conspicuous places available to employees and applicants for employment.
4. Each Contractor will comply with all provisions of Article III, Division 2 of Chapter 28 of the Revised Municipal Code, and the rules, regulations, and relevant orders of the Manager and the Director.
5. The Contractor will furnish all information and reports required by Article III, Division 2 of Chapter 28 of the Revised Municipal Code, and by rules, regulations and orders of the Manager and Director or pursuant thereto, and will permit access to his books, records, and accounts by the Manager, Director, or their designee for purposes of investigation to ascertain compliance with such rules, regulations, and orders.
6. In the event of the Contractor's noncompliance with the nondiscrimination clauses of this contract or with any of the said 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 City contracts in accordance with procedures authorized in Article III, Division 2, Chapter 28 of the Revised Municipal Code, or by rules, regulations, or order of the Manager.
7. The Contractor will include Regulation 12, Paragraph 2 and the provisions of paragraphs (1) through (6) in every subcontract of purchase order unless exempted by rules, regulations, or orders of the Manager issued pursuant to Article III, Division 2, Chapter 28 of the Revised Municipal Code, so that such provisions will be binding on each subcontractor or supplier. The Contractor will take such action with respect to any subcontract or purchase order as the administering agency may direct as a means of enforcing such provisions, including sanctions for noncompliance.

The applicant further agrees to be bound by the above equal opportunity clauses with respect to its own employment practices when it participates in City contracts. The Contractor agrees to assist and cooperate actively with the Manager and the Director in obtaining compliance of subcontractors and suppliers with the

equal opportunity clause and the rules, regulations and relevant orders of the Manager, and will furnish the Manager and the Director such information as they may require for the supervision of compliance, and will otherwise assist the

Manager and Director in the discharge of the City's primary responsibility for securing compliance. The Contractor further agrees to refrain from entering into any contract or contract modification subject to Article III, Division 2 of Chapter 28 of the Revised Municipal Code with a contractor debarred from, or who has not demonstrated eligibility for, City contracts.

The Contractor will carry out such sanctions and penalties for violation of the equal opportunity clause as may be imposed upon contractors and subcontractors by the Manager and Director. In addition, the Contractor agrees that failure or refusal to comply with these undertakings the Manager may take any or all of the following actions:

- A. Cancellation, termination, or suspension in whole or in part of this contract.
- B. Refrain from extending any further assistance to the applicant under the program with respect to which the failure occurred until satisfactory assurance of future compliance has been received from such applicant.
- C. Refer the case to the City Attorney for appropriate legal proceedings.

**SUBCONTRACTS:** Each prime Contractor or Subcontractor shall include the equal opportunity clause in each of its subcontracts.

**CITY AND COUNTY OF DENVER DEPARTMENT OF PUBLIC WORKS**

**APPENDIX F**

**AFFIRMATIVE ACTION REQUIREMENTS EQUAL EMPLOYMENT OPPORTUNITY**

For All Non-Exempt Construction Contracts to Be Awarded by the City and County of Denver, Department of Public Works.

**NOTICE**

EACH BIDDER, CONTRACTOR OR SUBCONTRACTOR (HEREINAFTER THE CONTRACTOR) MUST FULLY COMPLY WITH THE REQUIREMENTS OF THESE BID CONDITIONS AS TO EACH CONSTRUCTION TRADE IT INTENDS TO USE ON THIS CONSTRUCTION CONTRACT, AND ALL OTHER CONSTRUCTION WORK (BOTH CITY AND NON-CITY) IN THE DENVER AREA DURING THE PERFORMANCE OF THIS CONTRACT OR SUBCONTRACT. THE CONTRACTOR COMMITS ITSELF TO THE GOALS FOR MINORITY MANPOWER UTILIZATION, AS APPLICABLE, AND ALL OTHER REQUIREMENTS, TERMS AND CONDITION OF THESE BID CONDITIONS BY SUBMITTING A PROPERLY SIGNED BID.

THE CONTRACTOR SHALL APPOINT A COMPANY EXECUTIVE TO ASSUME THE RESPONSIBILITY FOR THE IMPLEMENTATION OF THE REQUIREMENTS, TERMS AND CONDITIONS OF THESE BID CONDITIONS.

/s/

Executive Director of Public Works  
City and County of Denver

**A. REQUIREMENTS - AN AFFIRMATIVE ACTION PLAN:**

Contractors shall be subject to the provisions and requirements of these bid conditions including the goals and timetables for minority\* and female utilization, and specific affirmative action steps set forth by the Office of Contract Compliance. The contractor's commitment to the goals for minority, and female utilization as required constitutes a commitment that it will make every good faith effort to meet such goals.

**1. GOALS AND TIMETABLES:**

The goals and timetables for minority and female participation, expressed in percentage terms for the contractor's aggregate workforce in each trade are as follows:

| GOALS FOR MINORITY<br>PARTICIPATION<br>FOR EACH TRADE | GOALS FOR FEMALE<br>PARTICIPATION<br>FOR EACH TRADE |
|-------------------------------------------------------|-----------------------------------------------------|
| From January 1, 1982 to<br>Until Further Notice       | From January 1, 1982 to<br>Until Further Notice     |
| <b>21.7% - 23.5%</b>                                  | <b>6.9%</b>                                         |

The goals for minority and female utilization above are expressed in terms of hours of training and employment as a proportion of the total number of hours to be worked by the contractor's aggregate workforce, which includes all supervisory personnel, in each trade, on all projects for the City and County of Denver during the performance of its contract (i.e., The period beginning with the first day of work on the City and County of Denver funded construction contract and ending with the last day of work).

The hours of minority and female employment and training must be substantially uniform throughout the length of the contract in each trade and minorities and females must be employed evenly on each of a contractor's projects. Therefore, the transfer of minority or female employees from contractor to contractor or from project to project for the purpose of meeting the contractor's goals shall be a violation of these Bid Conditions.

If the Contractor counts the nonworking hours of apprentices they must be employed by the Contractor during the training period; the Contractor must have made a commitment to employ apprentices at the completion of their training subject to the availability of employment opportunities; and the apprentices must be trained pursuant to training programs approved by the Bureau of Apprenticeship and Training.

\* "Minority" is defined as including, Blacks, Spanish Surname Americans, Asian Americans, and American Indians, and includes both men and minority women.

**2. SPECIFIC AFFIRMATIVE ACTION STEPS:**

No contractor shall be found to be in noncompliance solely on account of its failure to meet its goals, but will be given an opportunity to demonstrate that the contractor has instituted all the specific affirmative action steps specified and has made every good faith effort to make these steps work toward the attainment of its goals within the timetables, all to the purpose of expanding minority and female utilization in its aggregate workforce. A contractor, who fails to comply with its obligation under the Equal Opportunity Clause of its contract and fails to achieve its commitments to the goals for minority and female utilization has the burden of proving that it has engaged in an Affirmative Action Program directed at increasing minority and female utilization and that such efforts were at least as extensive and as specific as the following:

- a. The Contractor should have notified minority and female organizations when employment opportunities were available and should have maintained records of the organization's response.
- b. The Contractor should have maintained a file of the names and addresses of each minority and female referred to it by any individual or organization and what action was taken with respect to each such referred individual, and if the individual was not employed by the Contractor, the reasons. If such individual was sent to the union hiring hall for referral and not referred back by the union or if referred, not employed by the Contractor, the file should have documented this and their reasons.
- c. The Contractor should have promptly notified the Department of Public Works, and the Division of Small Business Opportunity when the union or unions with which the Contractor has collective bargaining agreements did not refer to the contractor a minority or female sent by the contractor, or when the Contractor has other information that the union referral process has impeded efforts to meet its goals.
- d. The Contractor should have disseminated its EEO policy within its organization by including it in any employee handbook or policy manual; by publicizing it in company newspapers and annual reports and by advertising such policy at reasonable intervals in union publications. The EEO policy should be further disseminated by conducting staff meetings to explain and discuss the policy; by posting of the policy; and by review of the policy with minority and female employees.
- e. The Contractor should have disseminated its EEO policy externally by informing and discussing it with all recruitment sources; by advertising in news media, specifically including minority and female news media; and by notifying and discussing it with all subcontractors.
- f. The Contractor should have made both specific and reasonably recurrent written and oral recruitment efforts. Such efforts should have been directed at minority and female organizations, schools with substantial minority and female enrollment, and minority and female recruitment and training organizations within the Contractor's recruitment area.
- g. The Contractor should have evidence available for inspection that all tests and other selection techniques used to select from among candidates for hire, transfer, promotion, training, or retention are being used in a manner that does not violate the OFCCP Testing Guidelines in 41 CFR Part 60-3.
- h. The Contractor should have made sure that seniority practices and job classifications do not have a discriminatory effect.
- i. The Contractor should have made certain that all facilities are not segregated by race.
- j. The Contractor should have continually monitored all personnel activities to ensure that its EEO policy was being carried out including the evaluation of minority and female employees for promotional opportunities on a quarterly basis and the encouragement of such employees to seek those opportunities.
- k. The Contractor should have solicited bids for subcontracts from available minority and female subcontractors engaged in the trades covered by these Bid Conditions, including circulation of minority and female contractor associations.

NOTE: The Director and the Division of Small Business Opportunity will provide technical assistance on questions pertaining to minority and female recruitment sources, minority and female community organizations, and minority and female news media upon receipt of a request for assistance from a contractor.

### **3. NON - DISCRIMINATION:**

In no event may a contractor utilize the goals and affirmative action steps required in such a manner as to cause or result in discrimination against any person on account of race, color, religion, sex, marital status, national origin, age, mental or physical handicap, political opinion or affiliation.

### **4. COMPLIANCE AND ENFORCEMENT:**

In all cases, the compliance of a contractor will be determined in accordance with its obligations under the terms of these Bid Conditions. All contractors performing or to perform work on projects subject to these Bid Conditions hereby agree to inform their subcontractors in writing of their respective obligations under the terms and requirements of these Bid Conditions, including the provisions relating to goals of minority and female employment and training.

### **B. CONTRACTORS SUBJECT TO THESE BID CONDITIONS:**

In regard to these Bid Conditions, if the Contractor meets the goals set forth therein or can demonstrate that it has made every good faith effort to meet these goals, the Contractor shall be presumed to be in compliance with Article III, Division 2 of Chapter 28 of the Revised Municipal Code, the implementing regulations and its obligations under these Bid Conditions. In the event, no formal sanctions or proceedings leading toward sanctions shall be instituted unless the contracting or administering agency otherwise determines that the contractor is violating the Equal Opportunity Clause.

1. Where the Office of Contract Compliance finds that a contractor failed to comply with the requirements of Article III, Division 2 of Chapter 28 of the Revised Municipal Code or the implementing regulations and the obligations under these Bid Conditions, and so informs the Manager, the Manager shall take such action and impose such sanctions, which include suspension, termination, cancellation, and debarment, as may be appropriate under the Ordinance and its regulations. When the Manager proceeds with such formal action it has the burden of proving that the Contractor has not met the goals contained in these Bid Conditions. The Contractor's failure to meet its goals shall shift to it the requirement to come forward with evidence to show that it has met the good faith requirements of these Bid Conditions.
2. The pendency of such proceedings shall be taken into consideration by the Department of Public Works in determining whether such contractor can comply with the requirements of Article III, Division 2 of Chapter 28 of the Revised Municipal Code, and is therefore a "responsible prospective contractor".
3. The Division of Small Business Opportunity shall review the Contractor's employment practices during the performance of the contract. If the Division of Small Business Opportunity determines that the Contractor's Affirmative Action Plan is no longer an acceptable program, the Director shall notify the Manager.

### **C. OBLIGATIONS APPLICABLE TO CONTRACTORS:**

It shall be no excuse that the union with which the Contractor has a collective bargaining agreement providing for exclusive referral failed to refer minority or female employees. Discrimination in referral for employment, even if pursuant to provisions of a collective bargaining agreement, is prohibited by the National Labor Relations Act, as amended, Title VI of the Civil Rights Act of 1964, as amended, and Article III, Division 2 of Chapter 28 of the Revised Municipal Code. It is the policy of the Department of Public Works that contractors have a responsibility to provide equal employment opportunity, if they wish to participate in City and County of Denver contracts. To the extent they have delegated the responsibility for some of their employment practices to a labor organization and, as a result, are prevented from meeting their obligations pursuant to Article III, Division 2, Chapter 28 of the Revised Municipal Code, such Contractors cannot be considered to be in compliance with Article III, Division 2, Chapter 28 of the Revised Municipal Code, or its implementing rules and regulations.

#### **D. GENERAL REQUIREMENTS:**

Contractors are responsible for informing their subcontractors in writing regardless of tier, as to their respective obligations. Whenever a Contractor subcontracts a portion of work in any trade covered by these

Bid Conditions, it shall include these Bid Conditions in such subcontracts and each subcontractor shall be bound by these Bid Conditions to the full extent as if it were the prime contractor. The Contractor shall not, however, be held accountable for the failure of its subcontractors to fulfill their obligations under these Bid Conditions. However, the prime contractor shall give notice to the Director of any refusal or failure of any subcontractor to fulfill the obligations under these Bid Conditions. A subcontractor's failure to comply will be treated in the same manner as such failure by a prime contractor.

1. Contractors hereby agree to refrain from entering into any contract or contract modification subject to Article III, Division 2, Chapter 28 of the Revised Municipal Code with a contractor debarred from, or who is determined not to be a "responsive" bidder for the City and County of Denver contracts pursuant to the Ordinance.
2. The Contractor shall carry out such sanctions and penalties for violation of these Bid Conditions and the Equal Opportunity Clause including suspension, termination and cancellation of existing subcontracts and debarment from future contracts as may be ordered by the Manager pursuant to Article III, Division 2, Chapter 28 of the Revised Municipal Code and its implementing regulations.
3. Nothing herein is intended to relieve any contractor during the term of its contract from compliance with Article III, Division 2, Chapter 28 of the Revised Municipal Code, and the Equal Opportunity Clause of its contract with respect to matters not covered in these Bid Conditions.
4. Contractors must keep such records and file such reports relating to the provisions of these Bid Conditions as shall be required by the Office of Contract Compliance.
5. Requests for exemptions from these Bid Conditions must be made in writing, with justification, to the Manager of Public Works, 201 W. Colfax, Dept. 608, Denver, Colorado 80202, and shall be forwarded through and with the endorsement of the Director.



## EXHIBIT C

## CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
04/04/2019

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

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

| <b>PRODUCER</b><br>IMA, Inc. - Colorado Division<br><br>1705 17th Street<br>Suite 100<br>Denver, CO 80202 |        | 1-303-534-4567<br><br><b>CONTACT NAME:</b><br><b>PHONE (A/C, No. Ext):</b><br><b>FAX (A/C, No):</b><br><b>E-MAIL ADDRESS:</b> denaccounttechs@imacorp.com                                                                                                                                                                                                                                                                                                                                                                                      |  |                               |        |                                        |       |                                     |       |                                     |       |                           |       |                                               |       |            |  |
|-----------------------------------------------------------------------------------------------------------|--------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|-------------------------------|--------|----------------------------------------|-------|-------------------------------------|-------|-------------------------------------|-------|---------------------------|-------|-----------------------------------------------|-------|------------|--|
| <b>INSURED</b><br>Halcyon Construction, Inc.<br><br>4627 W. 20th St., Suite B<br>Greeley, CO 80634        |        | <table border="1"> <thead> <tr> <th>INSURER(S) AFFORDING COVERAGE</th> <th>NAIC #</th> </tr> </thead> <tbody> <tr> <td>INSURER A: TRANSPORTATION INS CO (CNA)</td> <td>20494</td> </tr> <tr> <td>INSURER B: CONTINENTAL CAS CO (CNA)</td> <td>20443</td> </tr> <tr> <td>INSURER C: CONTINENTAL INS CO (CNA)</td> <td>35289</td> </tr> <tr> <td>INSURER D: PINNACOL ASSUR</td> <td>41190</td> </tr> <tr> <td>INSURER E: INDIAN HARBOR INS CO(XL Insurance)</td> <td>36940</td> </tr> <tr> <td>INSURER F:</td> <td></td> </tr> </tbody> </table> |  | INSURER(S) AFFORDING COVERAGE | NAIC # | INSURER A: TRANSPORTATION INS CO (CNA) | 20494 | INSURER B: CONTINENTAL CAS CO (CNA) | 20443 | INSURER C: CONTINENTAL INS CO (CNA) | 35289 | INSURER D: PINNACOL ASSUR | 41190 | INSURER E: INDIAN HARBOR INS CO(XL Insurance) | 36940 | INSURER F: |  |
| INSURER(S) AFFORDING COVERAGE                                                                             | NAIC # |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |  |                               |        |                                        |       |                                     |       |                                     |       |                           |       |                                               |       |            |  |
| INSURER A: TRANSPORTATION INS CO (CNA)                                                                    | 20494  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |  |                               |        |                                        |       |                                     |       |                                     |       |                           |       |                                               |       |            |  |
| INSURER B: CONTINENTAL CAS CO (CNA)                                                                       | 20443  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |  |                               |        |                                        |       |                                     |       |                                     |       |                           |       |                                               |       |            |  |
| INSURER C: CONTINENTAL INS CO (CNA)                                                                       | 35289  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |  |                               |        |                                        |       |                                     |       |                                     |       |                           |       |                                               |       |            |  |
| INSURER D: PINNACOL ASSUR                                                                                 | 41190  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |  |                               |        |                                        |       |                                     |       |                                     |       |                           |       |                                               |       |            |  |
| INSURER E: INDIAN HARBOR INS CO(XL Insurance)                                                             | 36940  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |  |                               |        |                                        |       |                                     |       |                                     |       |                           |       |                                               |       |            |  |
| INSURER F:                                                                                                |        |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |  |                               |        |                                        |       |                                     |       |                                     |       |                           |       |                                               |       |            |  |

## COVERAGES

CERTIFICATE NUMBER: 55885960

REVISION NUMBER:

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


| INSR LTR | TYPE OF INSURANCE                                                                                                                                                                                                                                                                                                                                                          | ADDL SUBR INSD WVD                                                      | POLICY NUMBER | POLICY EFF (MM/DD/YYYY) | POLICY EXP (MM/DD/YYYY) | LIMITS                                                                                                                                                                                                                                          |
|----------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------|---------------|-------------------------|-------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| A        | <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY<br><input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR<br><input checked="" type="checkbox"/> BI/PD Ded: \$10,000<br>GEN'L AGGREGATE LIMIT APPLIES PER:<br><input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC<br>OTHER: |                                                                         | 6075663239    | 12/05/18                | 12/05/19                | EACH OCCURRENCE \$ 1,000,000<br>DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000<br>MED EXP (Any one person) \$ 15,000<br>PERSONAL & ADV INJURY \$ 1,000,000<br>GENERAL AGGREGATE \$ 2,000,000<br>PRODUCTS - COMP/OP AGG \$ 2,000,000<br>\$ |
| B        | <b>AUTOMOBILE LIABILITY</b><br><input checked="" type="checkbox"/> ANY AUTO<br><input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS<br><input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY                                                                                         |                                                                         | 6075662737    | 12/05/18                | 12/05/19                | COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000<br>BODILY INJURY (Per person) \$<br>BODILY INJURY (Per accident) \$<br>PROPERTY DAMAGE (Per accident) \$<br>\$                                                                                 |
| C        | <input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR<br><input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE<br><input type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTION \$ 10,000                                                                                                           |                                                                         | 6075755001    | 12/05/18                | 12/05/19                | EACH OCCURRENCE \$ 5,000,000<br>AGGREGATE \$ 5,000,000<br>\$                                                                                                                                                                                    |
| D        | <b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b><br>ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)<br>If yes, describe under DESCRIPTION OF OPERATIONS below                                                                                                                                                                              | Y/N<br><input checked="" type="checkbox"/> N <input type="checkbox"/> Y | 4160879       | 01/01/19                | 01/01/20                | <input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER<br>E.L. EACH ACCIDENT \$ 1,000,000<br>E.L. DISEASE - EA EMPLOYEE \$ 1,000,000<br>E.L. DISEASE - POLICY LIMIT \$ 1,000,000                                       |
| B        | <b>Builders Risk</b>                                                                                                                                                                                                                                                                                                                                                       |                                                                         | 6072767038    | 12/05/18                | 12/05/19                | Any One Location \$ 3,000,000<br>Temp Loc/Transit \$ 500,000<br>Deductible \$ 2,500                                                                                                                                                             |

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

As required by written contract, the City and County of Denver, its Elected and Appointed Officials, Employees and Volunteers are included as Additional Insured as respects the Commercial General Liability, Pollution and Business Auto.

## CERTIFICATE HOLDER

## CANCELLATION

|                                                                                                                                                                                   |                                                                                                                                                                                                                                                                                          |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| RE: 201947348 General Contractor Construction On-Call.<br><br>City and County of Denver Department of Public Works<br><br>201 W. Colfax Avenue<br><br>Denver, CO 80202<br><br>USA | SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.<br><br>AUTHORIZED REPRESENTATIVE<br> |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

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ACORD 25 (2016/03)

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sadie55  
55885960



# SUPPLEMENT TO CERTIFICATE OF INSURANCE

DATE  
04/04/2019

NAME OF INSURED: Halcyon Construction, Inc.

Additional Description of Operations/Remarks from Page 1:

Additional Information:

Professional/Pollution Coverage: Policy #PEC0053295

Effective 12/18/18-12/01/19; Insurer: E, See Above.

\$1,000,000 Aggregate;

\$25,000 SIR

## EXHIBIT D



### Office of Human Resources

201 W. Colfax, Department 412

Denver, CO 80202

p: 720.913.5751

f: 720.913.5720

[www.denvergov.org/humanresources](http://www.denvergov.org/humanresources)

TO: All Users of the City of Denver Prevailing Wage Schedules

FROM: Susan Keller, Human Resources Technician, Classification & Compensation

DATE: Tuesday, September 4, 2018

SUBJECT: Latest Change to Prevailing Wage Schedules

Please be advised, prevailing wage rates for some building, heavy, highway, and residential construction trades have not been updated by the United States Department of Labor (DOL) since March 1, 2002. The Career Service Board, in their meeting held on April 21, 2011, approved the use of the attached supplemental wage rates until prevailing wage rates for these classifications of work are again published by the United States Department of Labor in accordance with the Davis-Bacon Act.

The attached Prevailing Wage Schedule is effective as of **Friday, August 31, 2018** and applies to the City and County of Denver for **BUILDING CONSTRUCTION PROJECTS** (does not include residential construction consisting of single family homes and apartments up to and including 4 stories) in accordance with the Denver Revised Municipal Code, Section 20-76(c).

General Wage Decision No. CO180030  
Superseded General Decision No. CO20170030  
Modification No. 5  
Publication Date: 08/31/2018  
(5 pages)

Unless otherwise specified in this document, apprentices shall be permitted only if they are employed pursuant to, and individually registered in, a bona fide apprenticeship program registered with the U.S. Department of Labor (DOL). The employer and the individual apprentice must be registered in a program, which has received prior approval, by the DOL. Any employer, who employs an apprentice and is found to be in violation of this provision, shall be required to pay said apprentice the full journeyman scale.

Attachments as listed above.

General Decision Number: CO180030 08/31/2018 CO30

Superseded General Decision Number: CO20170030

State: Colorado

Construction Type: Building

County: Denver County in Colorado.

BUILDING CONSTRUCTION PROJECTS (does not include single family homes or apartments up to and including 4 stories).

Note: Under Executive Order (EO) 13658, an hourly minimum wage of \$10.35 for calendar year 2018 applies to all contracts subject to the Davis-Bacon Act for which the contract is awarded (and any solicitation was issued) on or after January 1, 2015. If this contract is covered by the EO, the contractor must pay all workers in any classification listed on this wage determination at least \$10.35 per hour (or the applicable wage rate listed on this wage determination, if it is higher) for all hours spent performing on the contract in calendar year 2018. The EO minimum wage rate will be adjusted annually. Please note that this EO applies to the above-mentioned types of contracts entered into by the federal government that are subject to the Davis-Bacon Act itself, but it does not apply to contracts subject only to the Davis-Bacon Related Acts, including those set forth at 29 CFR 5.1(a)(2)-(60). Additional information on contractor requirements and worker protections under the EO is available at [www.dol.gov/whd/govcontracts](http://www.dol.gov/whd/govcontracts).

| Modification Number | Publication Date |
|---------------------|------------------|
| 0                   | 01/05/2018       |
| 1                   | 01/12/2018       |
| 2                   | 03/02/2018       |
| 3                   | 07/13/2018       |
| 4                   | 08/03/2018       |
| 5                   | 08/31/2018       |

ASBE0028-002 07/01/2018

|                                                                                                               | Rates    | Fringes |
|---------------------------------------------------------------------------------------------------------------|----------|---------|
| ASBESTOS WORKER/HEAT & FROST<br>INSULATOR - MECHANICAL (Duct,<br>Pipe & Mechanical System<br>Insulation)..... | \$ 31.73 | 14.23   |

CARP0055-002 05/01/2018

|                                          | Rates    | Fringes |
|------------------------------------------|----------|---------|
| CARPENTER (Drywall Hanging<br>Only)..... | \$ 28.45 | 10.14   |

CARP1607-001 06/01/2018

|                 | Rates    | Fringes |
|-----------------|----------|---------|
| MILLWRIGHT..... | \$ 31.38 | 15.63   |

-----  
 ELEC0068-012 06/01/2018

|                                                   | Rates    | Fringes |
|---------------------------------------------------|----------|---------|
| ELECTRICIAN (Includes Low<br>Voltage Wiring)..... | \$ 35.80 | 15.45   |

-----  
 ELEV0025-001 01/01/2018

|                        | Rates    | Fringes |
|------------------------|----------|---------|
| ELEVATOR MECHANIC..... | \$ 43.66 | 32.645  |

FOOTNOTE:

- a. Vacation: 6%/under 5 years based on regular hourly rate for all hours worked. 8%/over 5 years based on regular hourly rate for all hours worked.
- b. PAID HOLIDAYS: New Year's Day; Memorial Day; Independence Day; Labor Day; Veterans' Day; Thanksgiving Day; the Friday after Thanksgiving Day; and Christmas Day.

-----  
 ENGI0009-017 05/01/2017

|                                     | Rates    | Fringes |
|-------------------------------------|----------|---------|
| POWER EQUIPMENT OPERATOR<br>(Crane) |          |         |
| 141 tons and over.....              | \$ 29.82 | 10.10   |
| 50 tons and under.....              | \$ 27.75 | 10.10   |
| 51 to 90 tons.....                  | \$ 27.92 | 10.10   |
| 91 to 140 tons.....                 | \$ 28.55 | 10.10   |

-----  
 \* IRON0024-009 06/01/2018

|                             | Rates    | Fringes |
|-----------------------------|----------|---------|
| IRONWORKER, ORNAMENTAL..... | \$ 27.45 | 12.34   |

-----  
 \* IRON0024-010 06/01/2018

|                             | Rates    | Fringes |
|-----------------------------|----------|---------|
| IRONWORKER, STRUCTURAL..... | \$ 27.45 | 12.34   |

-----  
 PAIN0079-006 08/01/2017

|                                                                                 | Rates    | Fringes |
|---------------------------------------------------------------------------------|----------|---------|
| PAINTER (Brush, Roller and<br>Spray; Excludes Drywall<br>Finishing/Taping)..... | \$ 20.50 | 8.41    |

|                                                                                                     |          |         |
|-----------------------------------------------------------------------------------------------------|----------|---------|
| -----                                                                                               |          |         |
| PAIN0079-007 08/01/2017                                                                             |          |         |
|                                                                                                     | Rates    | Fringes |
| DRYWALL FINISHER/TAPER.....                                                                         | \$ 21.20 | 8.41    |
| -----                                                                                               |          |         |
| PAIN0419-001 07/01/2016                                                                             |          |         |
|                                                                                                     | Rates    | Fringes |
| SOFT FLOOR LAYER (Vinyl and Carpet).....                                                            | \$ 20.00 | 10.83   |
| -----                                                                                               |          |         |
| * PAIN0930-002 07/01/2018                                                                           |          |         |
|                                                                                                     | Rates    | Fringes |
| GLAZIER.....                                                                                        | \$ 31.52 | 10.13   |
| -----                                                                                               |          |         |
| PLUM0003-009 06/01/2018                                                                             |          |         |
|                                                                                                     | Rates    | Fringes |
| PLUMBER (Excludes HVAC Duct, Pipe and Unit Installation).....                                       | \$ 35.48 | 15.94   |
| -----                                                                                               |          |         |
| PLUM0208-008 06/01/2018                                                                             |          |         |
|                                                                                                     | Rates    | Fringes |
| PIPEFITTER (Includes HVAC Pipe and Unit Installation; Excludes HVAC Duct Installation).....         | \$ 37.55 | 14.95   |
| -----                                                                                               |          |         |
| SFCO0669-002 04/01/2017                                                                             |          |         |
|                                                                                                     | Rates    | Fringes |
| SPRINKLER FITTER (Fire Sprinklers).....                                                             | \$ 36.73 | 20.47   |
| -----                                                                                               |          |         |
| SHEE0009-004 07/01/2018                                                                             |          |         |
|                                                                                                     | Rates    | Fringes |
| SHEET METAL WORKER (Includes HVAC Duct Installation; Excludes HVAC Pipe and Unit Installation)..... | \$ 34.02 | 17.49   |
| -----                                                                                               |          |         |
| SUCO2013-006 07/31/2015                                                                             |          |         |
|                                                                                                     | Rates    | Fringes |
| BRICKLAYER.....                                                                                     | \$ 21.96 | 0.00    |

|                                                                                                                    |          |      |
|--------------------------------------------------------------------------------------------------------------------|----------|------|
| CARPENTER (Acoustical Ceiling<br>Installation Only).....                                                           | \$ 22.40 | 4.85 |
| CARPENTER (Metal Stud<br>Installation Only).....                                                                   | \$ 17.68 | 0.00 |
| CARPENTER, Excludes<br>Acoustical Ceiling<br>Installation, Drywall<br>Hanging, and Metal Stud<br>Installation..... | \$ 21.09 | 6.31 |
| CEMENT MASON/CONCRETE FINISHER...                                                                                  | \$ 20.09 | 7.03 |
| LABORER: Common or General.....                                                                                    | \$ 14.49 | 5.22 |
| LABORER: Mason Tender - Brick...                                                                                   | \$ 15.99 | 0.00 |
| LABORER: Mason Tender -<br>Cement/Concrete.....                                                                    | \$ 16.00 | 0.00 |
| LABORER: Pipelayer.....                                                                                            | \$ 16.96 | 3.68 |
| OPERATOR:<br>Backhoe/Excavator/Trackhoe.....                                                                       | \$ 20.78 | 5.78 |
| OPERATOR: Bobcat/Skid<br>Steer/Skid Loader.....                                                                    | \$ 19.10 | 3.89 |
| OPERATOR: Grader/Blade.....                                                                                        | \$ 21.50 | 0.00 |
| ROOFER.....                                                                                                        | \$ 16.56 | 0.00 |
| TRUCK DRIVER: Dump Truck.....                                                                                      | \$ 17.34 | 0.00 |
| WATERPROOFER.....                                                                                                  | \$ 12.71 | 0.00 |

-----

WELDERS - Receive rate prescribed for craft performing  
operation to which welding is incidental.

**Office of Human Resources**  
**Supplemental rates**  
**(Specific to the Denver projects)**  
**Revision Date: 11-28-2016**

| <b><u>Classification</u></b> |                                 | <b><u>Base</u></b> | <b><u>Fringe</u></b> |
|------------------------------|---------------------------------|--------------------|----------------------|
| Boilermaker                  |                                 | \$30.97            | \$21.45              |
| Iron Worker, Reinforcing     |                                 | \$18.49            | \$3.87               |
| Laborer: Concrete Saw        |                                 | \$13.89            | -                    |
| Paper Hanger                 |                                 | \$20.15            | \$6.91               |
| Plasterer                    |                                 | \$24.60            | \$12.11              |
| Plaster Tender               |                                 | \$10.79            | -                    |
| Power Equipment Operator     | Concrete Mixer - Less than 1 yd | \$23.67            | \$10.67              |
|                              | Concrete Mixer - 1 yd and over  | \$23.82            | \$10.68              |
|                              | Drillers                        | \$23.97            | \$10.70              |
|                              | Loader - up to and incl 6 cu yd | \$23.67            | \$10.67              |
|                              | Loaders - over 6 cu yd          | \$23.82            | \$10.68              |
|                              | Mechanic                        | \$18.48            | -                    |
|                              | Motor Grader                    | \$23.97            | \$10.70              |
|                              | Oilers                          | \$22.97            | \$10.70              |
|                              | Roller                          | \$23.67            | \$10.67              |
| Tile Finisher                |                                 | \$20.87            | \$8.42               |
| Tile Setter                  |                                 | \$26.83            | \$8.48               |
| Truck Driver                 | Flatbed                         | \$19.14            | \$10.07              |
|                              | Semi                            | \$19.48            | \$10.11              |

Go to [www.denvergov.org/Auditor](http://www.denvergov.org/Auditor) to view the Prevailing Wage Clarification Document for a list of complete classifications used.



TO: All Users of the City of Denver Prevailing Wage Schedules

FROM: Susan Keller, Human Resources Technician, Classification & Compensation

DATE: Monday, October 15, 2018

SUBJECT: Latest Change to Prevailing Wage Schedules

Please be advised, prevailing wage rates for some building, heavy, highway, and residential construction trades have not been updated by the United States Department of Labor (DOL) since March 1, 2002. The Career Service Board, in their meeting held on April 21, 2011, approved the use of the attached supplemental wage rates until prevailing wage rates for these classifications of work are again published by the United States Department of Labor in accordance with the Davis-Bacon Act.

The effective date for this publication will be **Friday, October 12, 2018** and applies to the City and County of Denver for **HEAVY CONSTRUCTION PROJECTS** in accordance with the Denver Revised Municipal Code, Section 20-76(c).

General Wage Decision No. CO180012  
Superseded General Decision No. CO20170012  
Modification No. 8  
Publication Date: 10/12/2018  
(6 pages)

Unless otherwise specified in this document, apprentices shall be permitted only if they are employed pursuant to, and individually registered in, a bona fide apprenticeship program registered with the U.S. Department of Labor (DOL). The employer and the individual apprentice must be registered in a program, which has received prior approval, by the DOL. Any employer, who employs an apprentice and is found to be in violation of this provision, shall be required to pay said apprentice the full journeyman scale.

Attachments as listed above.



General Decision Number: CO180012 10/12/2018 CO12

Superseded General Decision Number: CO20170012

State: Colorado

Construction Type: Heavy

Counties: Adams, Arapahoe, Boulder, Broomfield, Denver, Douglas, El Paso, Jefferson, Larimer, Mesa, Pueblo and Weld Counties in Colorado.

#### HEAVY CONSTRUCTION PROJECTS

Note: Under Executive Order (EO) 13658, an hourly minimum wage of \$10.35 for calendar year 2018 applies to all contracts subject to the Davis-Bacon Act for which the contract is awarded (and any solicitation was issued) on or after January 1, 2015. If this contract is covered by the EO, the contractor must pay all workers in any classification listed on this wage determination at least \$10.35 per hour (or the applicable wage rate listed on this wage determination, if it is higher) for all hours spent performing on the contract in calendar year 2018. The EO minimum wage rate will be adjusted annually. Please note that this EO applies to the above-mentioned types of contracts entered into by the federal government that are subject to the Davis-Bacon Act itself, but it does not apply to contracts subject only to the Davis-Bacon Related Acts, including those set forth at 29 CFR 5.1(a)(2)-(60). Additional information on contractor requirements and worker protections under the EO is available at [www.dol.gov/whd/govcontracts](http://www.dol.gov/whd/govcontracts).

| Modification Number | Publication Date |
|---------------------|------------------|
| 0                   | 01/05/2018       |
| 1                   | 01/12/2018       |
| 2                   | 02/02/2018       |
| 3                   | 02/09/2018       |
| 4                   | 03/02/2018       |
| 5                   | 07/13/2018       |
| 6                   | 08/03/2018       |
| 7                   | 08/31/2018       |
| 8                   | 10/12/2018       |

ASBE0028-001 07/01/2018

|                                                                                                                                                                                        | Rates    | Fringes |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------|---------|
| Asbestos Workers/Insulator<br>(Includes application of<br>all insulating materials,<br>protective coverings,<br>coatings and finishings to<br>all types of mechanical<br>systems)..... | \$ 31.73 | 14.23   |

BRCO0007-004 01/01/2018

ADAMS, ARAPAHOE, BOULDER, BROOMFIELD, DENVER, DOUGLAS,  
JEFFERSON AND WELD COUNTIES

|                                                                                                 | Rates    | Fringes         |
|-------------------------------------------------------------------------------------------------|----------|-----------------|
| BRICKLAYER.....                                                                                 | \$ 27.98 | 10.04           |
| -----                                                                                           |          |                 |
| BRCO0007-006 05/01/2018                                                                         |          |                 |
| EL PASO AND PUEBLO COUNTIES                                                                     |          |                 |
|                                                                                                 | Rates    | Fringes         |
| BRICKLAYER.....                                                                                 | \$ 25.88 | 10.34           |
| -----                                                                                           |          |                 |
| * ELEC0012-004 09/01/2018                                                                       |          |                 |
| PUEBLO COUNTY                                                                                   |          |                 |
|                                                                                                 | Rates    | Fringes         |
| ELECTRICIAN                                                                                     |          |                 |
| Electrical contract over                                                                        |          |                 |
| \$1,000,000.....                                                                                | \$ 27.70 | 12.30+3%        |
| Electrical contract under                                                                       |          |                 |
| \$1,000,000.....                                                                                | \$ 24.85 | 12.30+3%        |
| -----                                                                                           |          |                 |
| ELEC0068-001 06/01/2018                                                                         |          |                 |
| ADAMS, ARAPAHOE, BOULDER, BROOMFIELD, DENVER, DOUGLAS,<br>JEFFERSON, LARIMER, AND WELD COUNTIES |          |                 |
|                                                                                                 | Rates    | Fringes         |
| ELECTRICIAN.....                                                                                | \$ 35.80 | 15.45           |
| -----                                                                                           |          |                 |
| ELEC0111-001 09/01/2017                                                                         |          |                 |
|                                                                                                 | Rates    | Fringes         |
| Line Construction:                                                                              |          |                 |
| Groundman.....                                                                                  | \$ 25.68 | 25.25%+\$5.75   |
| Line Equipment Operator.....                                                                    | \$ 31.35 | 25.25% + \$5.75 |
| Lineman and Welder.....                                                                         | \$ 44.92 | 25.25%+\$5.75   |
| -----                                                                                           |          |                 |
| ELEC0113-002 06/01/2018                                                                         |          |                 |
| EL PASO COUNTY                                                                                  |          |                 |
|                                                                                                 | Rates    | Fringes         |
| ELECTRICIAN.....                                                                                | \$ 31.80 | 15.90           |
| -----                                                                                           |          |                 |
| ELEC0969-002 06/01/2015                                                                         |          |                 |
| MESA COUNTY                                                                                     |          |                 |
|                                                                                                 | Rates    | Fringes         |
| ELECTRICIAN.....                                                                                | \$ 24.00 | 7.92            |
| -----                                                                                           |          |                 |
| ENGI0009-001 05/01/2017                                                                         |          |                 |

|  | Rates | Fringes |
|--|-------|---------|
|--|-------|---------|

Power equipment operators:

|                                                                                             |          |       |
|---------------------------------------------------------------------------------------------|----------|-------|
| Blade: Finish.....                                                                          | \$ 27.92 | 10.10 |
| Blade: Rough.....                                                                           | \$ 27.60 | 10.10 |
| Bulldozer.....                                                                              | \$ 27.60 | 10.10 |
| Cranes: 50 tons and under..                                                                 | \$ 27.75 | 10.10 |
| Cranes: 51 to 90 tons.....                                                                  | \$ 27.92 | 10.10 |
| Cranes: 91 to 140 tons.....                                                                 | \$ 28.55 | 10.10 |
| Cranes: 141 tons and over...                                                                | \$ 29.82 | 10.10 |
| Forklift.....                                                                               | \$ 27.22 | 10.10 |
| Mechanic.....                                                                               | \$ 28.08 | 10.10 |
| Oiler.....                                                                                  | \$ 26.84 | 10.10 |
| Scraper: Single bowl<br>under 40 cubic yards.....                                           | \$ 27.75 | 10.10 |
| Scraper: Single bowl,<br>including pups 40 cubic<br>yards and over and tandem<br>bowls..... | \$ 27.92 | 10.10 |
| Trackhoe.....                                                                               | \$ 27.75 | 10.10 |

-----  
IRON0024-003 06/01/2018

|                   | Rates    | Fringes |
|-------------------|----------|---------|
| Ironworkers:..... | \$ 27.45 | 22.11   |
| Structural        |          |         |

-----  
LABO0086-001 05/01/2009

|                | Rates    | Fringes |
|----------------|----------|---------|
| Laborers:      |          |         |
| Pipelayer..... | \$ 18.68 | 6.78    |

-----  
PLUM0003-005 06/01/2017

ADAMS, ARAPAHOE, BOULDER, BROOMFIELD, DENVER, DOUGLAS,  
JEFFERSON, LARIMER AND WELD COUNTIES

|              | Rates    | Fringes |
|--------------|----------|---------|
| PLUMBER..... | \$ 39.08 | 16.44   |

-----  
\* PLUM0058-002 07/01/2018

EL PASO COUNTY

|                               | Rates    | Fringes |
|-------------------------------|----------|---------|
| Plumbers and Pipefitters..... | \$ 32.75 | 14.85   |

-----  
\* PLUM0058-008 07/01/2018

PUEBLO COUNTY

|                               | Rates    | Fringes |
|-------------------------------|----------|---------|
| Plumbers and Pipefitters..... | \$ 32.75 | 14.85   |

-----  
PLUM0145-002 07/01/2016

MESA COUNTY

|                                                                                                     | Rates    | Fringes |
|-----------------------------------------------------------------------------------------------------|----------|---------|
| Plumbers and Pipefitters.....                                                                       | \$ 35.17 | 11.70   |
| -----                                                                                               |          |         |
| PLUM0208-004 06/01/2016                                                                             |          |         |
| ADAMS, ARAPAHOE, BOULDER, BROOMFIELD, DENVER, DOUGLAS,<br>JEFFERSON, LARIMER AND WELD COUNTIES      |          |         |
|                                                                                                     | Rates    | Fringes |
| PIPEFITTER.....                                                                                     | \$ 37.10 | 16.62   |
| -----                                                                                               |          |         |
| SHEE0009-002 07/01/2018                                                                             |          |         |
|                                                                                                     | Rates    | Fringes |
| Sheet metal worker.....                                                                             | \$ 34.02 | 17.49   |
| -----                                                                                               |          |         |
| TEAM0455-002 07/01/2018                                                                             |          |         |
|                                                                                                     | Rates    | Fringes |
| Truck drivers:                                                                                      |          |         |
| Pickup.....                                                                                         | \$ 21.41 | 4.32    |
| Tandem/Semi and Water.....                                                                          | \$ 22.04 | 4.32    |
| -----                                                                                               |          |         |
| SUCO2001-006 12/20/2001                                                                             |          |         |
|                                                                                                     | Rates    | Fringes |
| BOILERMAKER.....                                                                                    | \$ 17.60 |         |
| Carpenters:                                                                                         |          |         |
| Form Building and Setting...                                                                        | \$ 16.97 | 2.74    |
| All Other Work.....                                                                                 | \$ 15.14 | 3.37    |
| Cement Mason/Concrete Finisher...                                                                   | \$ 17.31 | 2.85    |
| IRONWORKER, REINFORCING.....                                                                        | \$ 18.83 | 3.90    |
| Laborers:                                                                                           |          |         |
| Common.....                                                                                         | \$ 11.22 | 2.92    |
| Flagger.....                                                                                        | \$ 8.91  | 3.80    |
| Landscape.....                                                                                      | \$ 12.56 | 3.21    |
| Painters:                                                                                           |          |         |
| Brush, Roller & Spray.....                                                                          | \$ 15.81 | 3.26    |
| Power equipment operators:                                                                          |          |         |
| Backhoe.....                                                                                        | \$ 16.36 | 2.48    |
| Front End Loader.....                                                                               | \$ 17.24 | 3.23    |
| Skid Loader.....                                                                                    | \$ 15.37 | 4.41    |
| -----                                                                                               |          |         |
| WELDERS - Receive rate prescribed for craft performing<br>operation to which welding is incidental. |          |         |

**Office of Human Resources**  
**Supplemental rates**  
**(Specific to the Denver Projects)**  
**(Supp #74, Date: 02-03-2012)**

| <b>Classification</b>                                                         |                                  | <b>Base</b> | <b>Fringe</b> |
|-------------------------------------------------------------------------------|----------------------------------|-------------|---------------|
| Ironworker                                                                    | Ornamental                       | \$24.80     | \$10.03       |
| Laborer                                                                       | Group 1                          | \$18.18     | \$8.27        |
|                                                                               | Group 2                          | \$21.59     | \$8.61        |
| Laborer (Janitor)                                                             | Janitor/Yardmen                  | \$17.68     | \$8.22        |
| Laborer (Asbestos)                                                            | Removal of Asbestos              | \$21.03     | \$8.55        |
| Laborer (Tunnel)                                                              | Group 1                          | \$18.53     | \$8.30        |
|                                                                               | Group 2                          | \$18.63     | \$8.31        |
|                                                                               | Group 3                          | \$19.73     | \$8.42        |
|                                                                               | Group 4                          | \$21.59     | \$8.61        |
|                                                                               | Group 5                          | \$19.68     | \$8.42        |
| Line Construction                                                             | Lineman, Gas Fitter/Welder       | \$36.88     | \$9.55        |
|                                                                               | Line Eq Operator/Line Truck Crew | \$25.74     | \$8.09        |
| Millwright                                                                    |                                  | \$28.00     | \$10.00       |
| Power Equipment Operator                                                      | Group 1                          | \$22.97     | \$10.60       |
|                                                                               | Group 2                          | \$23.32     | \$10.63       |
|                                                                               | Group 3                          | \$23.67     | \$10.67       |
|                                                                               | Group 4                          | \$23.82     | \$10.68       |
|                                                                               | Group 5                          | \$23.97     | \$10.70       |
|                                                                               | Group 6                          | \$24.12     | \$10.71       |
|                                                                               | Group 7                          | \$24.88     | \$10.79       |
| Power Equipment Operator (Tunnels above and below ground, shafts and raises): | Group 1                          | \$25.12     | \$10.81       |
|                                                                               | Group 2                          | \$25.47     | \$10.85       |
|                                                                               | Group 3                          | \$25.57     | \$10.86       |
|                                                                               | Group 4                          | \$25.82     | \$10.88       |
|                                                                               | Group 5                          | \$25.97     | \$10.90       |
|                                                                               | Group 6                          | \$26.12     | \$10.91       |
|                                                                               | Group 7                          | \$26.37     | \$10.94       |
| Truck Driver                                                                  | Group 1                          | \$18.42     | \$10.00       |
|                                                                               | Group 2                          | \$19.14     | \$10.07       |
|                                                                               | Group 3                          | \$19.48     | \$10.11       |
|                                                                               | Group 4                          | \$20.01     | \$10.16       |
|                                                                               | Group 5                          | \$20.66     | \$10.23       |
|                                                                               | Group 6                          | \$21.46     | \$10.31       |

Go to <http://www.denvergov.org/Auditor> to view the Prevailing Wage Clarification Document for a list of complete classifications used.



TO: All Users of the City of Denver Prevailing Wage Schedules

FROM: Susan Keller, Human Resources Technician, Classification & Compensation

DATE: Monday, July 16, 2018

SUBJECT: Latest Change to Prevailing Wage Schedules

Please be advised, prevailing wage rates for some building, heavy, highway, and residential construction trades have not been updated by the United States Department of Labor (DOL) since March 1, 2002. The Career Service Board, in their meeting held on April 21, 2011, approved the use of the attached supplemental wage rates until prevailing wage rates for these classifications of work are again published by the United States Department of Labor in accordance with the Davis-Bacon Act.

The effective date for this publication is **Friday, July 13, 2018** and applies to the City and County of Denver for **HIGHWAY CONSTRUCTION PROJECTS** in accordance with the Denver Revised Municipal Code, Section 20-76(c).

General Wage Decision No. CO180019  
Superseded General Decision No. CO20170019  
Modification No. 1  
Publication Date: 07/13/2018  
(5 pages)

Unless otherwise specified in this document, apprentices shall be permitted only if they are employed pursuant to, and individually registered in, a bona fide apprenticeship program registered with the U.S. Department of Labor (DOL). The employer and the individual apprentice must be registered in a program, which has received prior approval, by the DOL. Any employer, who employs an apprentice and is found to be in violation of this provision, shall be required to pay said apprentice the full journeyman scale.

Attachments as listed above.

General Decision Number: CO180019 07/13/2018 CO19

Superseded General Decision Number: CO20170019

State: Colorado

Construction Type: Highway

Counties: Denver and Douglas Counties in Colorado.

#### HIGHWAY CONSTRUCTION PROJECTS

Note: Under Executive Order (EO) 13658, an hourly minimum wage of \$10.35 for calendar year 2018 applies to all contracts subject to the Davis-Bacon Act for which the contract is awarded (and any solicitation was issued) on or after January 1, 2015. If this contract is covered by the EO, the contractor must pay all workers in any classification listed on this wage determination at least \$10.35 per hour (or the applicable wage rate listed on this wage determination, if it is higher) for all hours spent performing on the contract in calendar year 2018. The EO minimum wage rate will be adjusted annually. Please note that this EO applies to the above-mentioned types of contracts entered into by the federal government that are subject to the Davis-Bacon Act itself, but it does not apply to contracts subject only to the Davis-Bacon Related Acts, including those set forth at 29 CFR 5.1(a)(2)-(60). Additional information on contractor requirements and worker protections under the EO is available at [www.dol.gov/whd/govcontracts](http://www.dol.gov/whd/govcontracts).

| Modification Number | Publication Date |
|---------------------|------------------|
| 0                   | 01/05/2018       |
| 1                   | 07/13/2018       |

\* CARP9901-008 05/01/2018

|                                 | Rates    | Fringes |
|---------------------------------|----------|---------|
| CARPENTER (Form Work Only)..... | \$ 25.50 | 9.47    |
| -----                           |          |         |
| ELEC0068-016 03/01/2011         |          |         |

|                             | Rates    | Fringes    |
|-----------------------------|----------|------------|
| TRAFFIC SIGNALIZATION:      |          |            |
| Traffic Signal Installation |          |            |
| Zone 1.....                 | \$ 26.42 | 4.75%+8.68 |
| Zone 2.....                 | \$ 29.42 | 4.75%+8.68 |

#### TRAFFIC SIGNAL INSTALLER ZONE DEFINITIONS

Zone 1 shall be a 35 mile radius, measured from the following addresses in each of the following cities:  
Colorado Springs - Nevada & Bijou  
Denver - Ellsworth Avenue & Broadway  
Ft. Collins - Prospect & College  
Grand Junction - 12th & North Avenue  
Pueblo - I-25 & Highway 50  
All work outside of these areas shall be paid Zone 2 rates.

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ENGI0009-008 05/01/2017

|                                                                                                                                                                                                                                     | Rates    | Fringes |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------|---------|
| POWER EQUIPMENT OPERATOR:                                                                                                                                                                                                           |          |         |
| (3)-Hydraulic Backhoe<br>(Wheel Mounted, under 3/4<br>yds), Hydraulic Backhoe<br>(Backhoe/Loader<br>combination), Drill Rig<br>Caisson (smaller than<br>Watson 2500 and similar),<br>Loader (up to and<br>including 6 cu. yd.)..... | \$ 27.60 | 10.10   |
| (3)-Loader (under 6 cu.<br>yd.)<br>Denver County.....                                                                                                                                                                               | \$ 27.60 | 10.10   |
| (3)-Motor Grader (blade-<br>rough)<br>Douglas County.....                                                                                                                                                                           | \$ 27.60 | 10.10   |
| (4)-Crane (50 tons and<br>under), Scraper (single<br>bowl, under 40 cu. yd).....                                                                                                                                                    | \$ 27.75 | 10.10   |
| (4)-Loader (over 6 cu. yd)<br>Denver County.....                                                                                                                                                                                    | \$ 27.75 | 10.10   |
| (5)-Drill Rig Caisson<br>(Watson 2500 similar or<br>larger), Crane (51-90<br>tons), Scraper (40 cu.yd<br>and over),.....                                                                                                            | \$ 27.92 | 10.10   |
| (5)-Motor Grader (blade-<br>finish)<br>Douglas County.....                                                                                                                                                                          | \$ 27.92 | 10.10   |
| (6)-Crane (91-140 tons).....                                                                                                                                                                                                        | \$ 28.55 | 10.10   |

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SUCO2011-004 09/15/2011

|                                                              | Rates    | Fringes |
|--------------------------------------------------------------|----------|---------|
| CARPENTER (Excludes Form Work)...                            | \$ 19.27 | 5.08    |
| CEMENT MASON/CONCRETE FINISHER                               |          |         |
| Denver.....                                                  | \$ 20.18 | 5.75    |
| Douglas.....                                                 | \$ 18.75 | 3.00    |
| ELECTRICIAN (Excludes Traffic<br>Signal Installation).....   | \$ 35.13 | 6.83    |
| FENCE ERECTOR (Excludes<br>Link/Cyclone Fence Erection)..... | \$ 13.02 | 3.20    |
| GUARDRAIL INSTALLER.....                                     | \$ 12.89 | 3.20    |
| HIGHWAY/PARKING LOT<br>STRIPING:Painter                      |          |         |
| Denver.....                                                  | \$ 12.62 | 3.21    |
| Douglas.....                                                 | \$ 13.89 | 3.21    |
| IRONWORKER, REINFORCING<br>(Excludes Guardrail               |          |         |



|                                                                                                                                                       |      |
|-------------------------------------------------------------------------------------------------------------------------------------------------------|------|
| Installation).....\$ 16.69                                                                                                                            | 5.45 |
| IRONWORKER, STRUCTURAL<br>(Includes Link/Cyclone Fence<br>Erection, Excludes Guardrail<br>Installation).....\$ 18.22                                  |      |
|                                                                                                                                                       | 6.01 |
| LABORER                                                                                                                                               |      |
| Asphalt Raker.....\$ 16.29                                                                                                                            | 4.25 |
| Asphalt Shoveler.....\$ 21.21                                                                                                                         | 4.25 |
| Asphalt Spreader.....\$ 18.58                                                                                                                         | 4.65 |
| Common or General                                                                                                                                     |      |
| Denver.....\$ 16.76                                                                                                                                   | 6.77 |
| Douglas.....\$ 16.29                                                                                                                                  | 4.25 |
| Concrete Saw (Hand Held)....\$ 16.29                                                                                                                  | 6.14 |
| Landscape and Irrigation....\$ 12.26                                                                                                                  | 3.16 |
| Mason Tender-<br>Cement/Concrete                                                                                                                      |      |
| Denver.....\$ 16.96                                                                                                                                   | 4.04 |
| Douglas.....\$ 16.29                                                                                                                                  | 4.25 |
| Pipelayer                                                                                                                                             |      |
| Denver.....\$ 13.55                                                                                                                                   | 2.41 |
| Douglas.....\$ 16.30                                                                                                                                  | 2.18 |
| Traffic Control (Flagger)....\$ 9.55                                                                                                                  | 3.05 |
| Traffic Control (Sets<br>Up/Moves Barrels, Cones,<br>Install Signs, Arrow<br>Boards and Place<br>Stationary Flags)(Excludes<br>Flaggers).....\$ 12.43 |      |
|                                                                                                                                                       | 3.22 |
| PAINTER (Spray Only).....\$ 16.99                                                                                                                     | 2.87 |
| POWER EQUIPMENT OPERATOR:                                                                                                                             |      |
| Asphalt Laydown                                                                                                                                       |      |
| Denver.....\$ 22.67                                                                                                                                   | 8.72 |
| Douglas.....\$ 23.67                                                                                                                                  | 8.47 |
| Asphalt Paver                                                                                                                                         |      |
| Denver.....\$ 24.97                                                                                                                                   | 6.13 |
| Douglas.....\$ 25.44                                                                                                                                  | 3.50 |
| Asphalt Roller                                                                                                                                        |      |
| Denver.....\$ 23.13                                                                                                                                   | 7.55 |
| Douglas.....\$ 23.63                                                                                                                                  | 6.43 |
| Asphalt Spreader.....\$ 22.67                                                                                                                         | 8.72 |
| Backhoe/Trackhoe                                                                                                                                      |      |
| Douglas.....\$ 23.82                                                                                                                                  | 6.00 |
| Bobcat/Skid Loader.....\$ 15.37                                                                                                                       | 4.28 |
| Boom.....\$ 22.67                                                                                                                                     | 8.72 |
| Broom/Sweeper                                                                                                                                         |      |
| Denver.....\$ 22.47                                                                                                                                   | 8.72 |
| Douglas.....\$ 22.96                                                                                                                                  | 8.22 |
| Bulldozer.....\$ 26.90                                                                                                                                | 5.59 |
| Concrete Pump.....\$ 21.60                                                                                                                            | 5.21 |
| Drill                                                                                                                                                 |      |
| Denver.....\$ 20.48                                                                                                                                   | 4.71 |
| Douglas.....\$ 20.71                                                                                                                                  | 2.66 |
| Forklift.....\$ 15.91                                                                                                                                 | 4.68 |
| Grader/Blade                                                                                                                                          |      |
| Denver.....\$ 22.67                                                                                                                                   | 8.72 |
| Guardrail/Post Driver.....\$ 16.07                                                                                                                    | 4.41 |
| Loader (Front End)                                                                                                                                    |      |

|                                                                                                     |          |      |
|-----------------------------------------------------------------------------------------------------|----------|------|
| Douglas.....                                                                                        | \$ 21.67 | 8.22 |
| Mechanic                                                                                            |          |      |
| Denver.....                                                                                         | \$ 22.89 | 8.72 |
| Douglas.....                                                                                        | \$ 23.88 | 8.22 |
| Oiler                                                                                               |          |      |
| Denver.....                                                                                         | \$ 23.73 | 8.41 |
| Douglas.....                                                                                        | \$ 24.90 | 7.67 |
| Roller/Compactor (Dirt and<br>Grade Compaction)                                                     |          |      |
| Denver.....                                                                                         | \$ 20.30 | 5.51 |
| Douglas.....                                                                                        | \$ 22.78 | 4.86 |
| Rotomill.....                                                                                       | \$ 16.22 | 4.41 |
| Screed                                                                                              |          |      |
| Denver.....                                                                                         | \$ 22.67 | 8.38 |
| Douglas.....                                                                                        | \$ 29.99 | 1.40 |
| Tractor.....                                                                                        | \$ 13.13 | 2.95 |
| TRAFFIC SIGNALIZATION:                                                                              |          |      |
| Groundsman                                                                                          |          |      |
| Denver.....                                                                                         | \$ 17.90 | 3.41 |
| Douglas.....                                                                                        | \$ 18.67 | 7.17 |
| TRUCK DRIVER                                                                                        |          |      |
| Distributor                                                                                         |          |      |
| Denver.....                                                                                         | \$ 17.81 | 5.82 |
| Douglas.....                                                                                        | \$ 16.98 | 5.27 |
| Dump Truck                                                                                          |          |      |
| Denver.....                                                                                         | \$ 15.27 | 5.27 |
| Douglas.....                                                                                        | \$ 16.39 | 5.27 |
| Lowboy Truck.....                                                                                   | \$ 17.25 | 5.27 |
| Mechanic.....                                                                                       | \$ 26.48 | 3.50 |
| Multi-Purpose Specialty &<br>Hoisting Truck                                                         |          |      |
| Denver.....                                                                                         | \$ 17.49 | 3.17 |
| Douglas.....                                                                                        | \$ 20.05 | 2.88 |
| Pickup and Pilot Car                                                                                |          |      |
| Denver.....                                                                                         | \$ 14.24 | 3.77 |
| Douglas.....                                                                                        | \$ 16.43 | 3.68 |
| Semi/Trailer Truck.....                                                                             | \$ 18.39 | 4.13 |
| Truck Mounted Attenuator....                                                                        | \$ 12.43 | 3.22 |
| Water Truck                                                                                         |          |      |
| Denver.....                                                                                         | \$ 26.27 | 5.27 |
| Douglas.....                                                                                        | \$ 19.46 | 2.58 |
| -----                                                                                               |          |      |
| WELDERS - Receive rate prescribed for craft performing<br>operation to which welding is incidental. |          |      |

**Office of Human Resources  
Supplemental rates  
(Specific to the Denver Projects)  
Revised 4/11/2017)**

| <b>Classification</b>                                                               |                                  | <b>Base</b> | <b>Fringe</b> |
|-------------------------------------------------------------------------------------|----------------------------------|-------------|---------------|
| Ironworker (Ornamental)                                                             |                                  | \$26.05     | \$12.00       |
| Laborer                                                                             | Removal of Asbestos              | \$21.03     | \$8.55        |
| Line Construction                                                                   | Lineman, Gas Fitter/Welder       | \$36.88     | \$9.55        |
|                                                                                     | Line Eq Operator/Line Truck Crew | \$25.74     | \$8.09        |
| Millwright                                                                          |                                  | \$28.00     | \$10.00       |
| Pipefitter                                                                          |                                  | \$30.45     | \$12.85       |
| Plumber                                                                             |                                  | \$30.19     | \$13.55       |
| Power Equipment Operator<br>(Tunnels Above and Below<br>Ground, shafts and raises): | Group 1                          | \$25.12     | \$10.81       |
|                                                                                     | Group 2                          | \$25.47     | \$10.85       |
|                                                                                     | Group 3                          | \$25.57     | \$10.86       |
|                                                                                     | Group 4                          | \$25.82     | \$10.88       |
|                                                                                     | Group 5                          | \$25.97     | \$10.90       |
|                                                                                     | Group 6                          | \$26.12     | \$10.91       |
|                                                                                     | Group 7                          | \$26.37     | \$10.94       |
| Power Equipment Operator                                                            | Group 1                          | \$22.97     | \$10.60       |
|                                                                                     | Group 2                          | \$23.32     | \$10.63       |
|                                                                                     | Group 3                          | \$23.67     | \$10.67       |
|                                                                                     | Group 4                          | \$23.82     | \$10.68       |
|                                                                                     | Group 5                          | \$23.97     | \$10.70       |
|                                                                                     | Group 6                          | \$24.12     | \$10.71       |
|                                                                                     | Group 7                          | \$24.88     | \$10.79       |
| Truck Driver                                                                        | Group 1                          | \$18.42     | \$10.00       |
|                                                                                     | Group 2                          | \$19.14     | \$10.07       |
|                                                                                     | Group 3                          | \$19.48     | \$10.11       |
|                                                                                     | Group 4                          | \$20.01     | \$10.16       |
|                                                                                     | Group 5                          | \$20.66     | \$10.23       |
|                                                                                     | Group 6                          | \$21.46     | \$10.31       |

Go to <http://www.denvergov.org/Auditor> to view the Prevailing Wage Clarification Document for a list of complete classifications used.

## **EXHIBIT E**

### **CITY AND COUNTY OF DENVER Department of Public Works General Contract Conditions**

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## **EXHIBIT F**

### **CITY AND COUNTY OF DENVER DEPARTMENT OF PUBLIC WORKS**

#### **SPECIAL CONTRACT CONDITIONS**

##### **SC-1 EXECUTIVE DIRECTOR**

General Condition 112 Manager is hereby deleted in its entirety and replaced with the following:

The terms "Executive Director of Public Works" "Executive Director," "Manager of Public Works," and "Manager" are interchangeable and shall have the same meaning.

##### **SC-2 CONSTRUCTION SPECIFICATIONS**

Except as amended herein or in the attached Technical Specifications, all Work performed under the terms of this Contract shall be governed by the applicable provisions of the following latest editions:

City and County of Denver:

*Standard Specifications for Construction, GENERAL CONTRACT CONDITIONS,*  
2011 Edition.

*Transportation Standards and Details for the Engineering Division*

*City and County of Denver Traffic Standard Drawings*

Wastewater Management Division

– *Standard Detail Drawings*

– *Public Works Wastewater Capital Projects Management Standard Construction*

*Specifications*

Colorado Department of Transportation:

*Standard Specifications for Road and Bridge Construction*  
(Sections 200 through 700 of the 2011 Edition)

Federal Highway Administration:

*Manual on Uniform Traffic Control Devices for Streets & Highways (MUTCD)*

Building & Fire Codes:

*Building Code of the City and County of Denver*

(International Building Code 2009 Series, City and County of Denver Amendments 2011)

*National Fire Protection Association Standards*

(As referenced in the Building Code of the City and County of Denver)

The aforementioned City and County of Denver documents are available for review at the Capital Projects Management Office, 201 W. Colfax Ave., Dept. 506, (5<sup>th</sup> floor), Denver, CO 80202. The *Standard Specifications for Construction, GENERAL CONTRACT CONDITIONS* is available at: [http://www.denvergov.org/dpw\\_contract\\_admin/ContractAdministration/ContractorReferenceDo](http://www.denvergov.org/dpw_contract_admin/ContractAdministration/ContractorReferenceDo)

[cuments/tabid/440535/Default.aspx](http://www.denvergov.org/cuments/tabid/440535/Default.aspx). *Transportation Standards and Details for the Engineering Division* and the *Wastewater Management Division – Standard Detail Drawings*, are available at <http://www.denvergov.org>.

The “*Colorado Department of Transportation Standard Specifications for Road and Bridge Construction*” is available for review on CDOT’s website at <http://www.coloradodot.info/> and can be purchased from the Colorado Department of Transportation.

The *Manual on Uniform Traffic Control Devices for Streets & Highways* is available for review at the Federal Highway Administration Website at: [www.fhwa.dot.gov](http://www.fhwa.dot.gov), The FHWA website also contains purchasing information.

### SC-3 DEPUTY MANAGER / CITY ENGINEER

General condition 109 DEPUTY MANAGER is hereby deleted in its entirety and replaced with the following:

The “Deputy Manager” means the official who reports directly to the Executive Director and exercises supervisory responsibility in the City agency defined in Title 2 herein that is responsible for the Project. The Executive Director hereby designates the City Engineer as the Deputy Manager for purposes of this Contract. The City Engineer shall have responsibility for this Project and shall undertake all duties, responsibilities, rights and authority, including specific actions and decisions, delegated to the Deputy Manager under the various terms and conditions of this Contract.

### SC-4 LIQUIDATED DAMAGES

Should the Contractor fail to complete any Work Order within the Contract Time allocated in that Work Order, the Contractor shall become liable to the City and County of Denver for liquidated damages, and not as a penalty, **at the liquidated damages rate specified in that Work Order**, for each consecutive calendar day that the Contractor exceeds the period of performance specified in the Work Order, all in accordance with the provisions of General Contract Condition 602.

If the Contractor fails to commence work within ten (10) consecutive calendar days of the date of issuance of a Notice to Proceed for a referenced Work Order, the Contractor shall become liable to the City and County of Denver for liquidated damages, and not as a penalty, at the liquidated damages rate specified in the fully executed Work Order, for each consecutive calendar day after the expiration of the initial ten (10) day period after issuance of a Notice to Proceed that the Contractor fails to commence Work on a fully executed Work Order issued by the City, all in accordance with provisions of General Contract Condition 602.

Representative hourly rates for the City administrative costs described in General Contract Condition 602.2 shall be as follows for this Project:

|                         |                |
|-------------------------|----------------|
| Project Manager         | \$69 per hour  |
| Project Engineer        | \$63 per hour  |
| Inspector               | \$49 per hour  |
| Surveying, if necessary | \$100 per hour |

### SC-5 SUBCONTRACTS

In accordance with General Contract Condition 501, SUBCONTRACTS, no limit shall apply to that percentage of the Work which may be sublet providing that the subcontractors receive prior approval in accordance with General Contract Condition 502, SUBCONTRACTOR ACCEPTANCE.

## **SC-6 BUILDING INSPECTION DIVISION PLAN REVIEW FEES**

GC-317 of the General Contract Conditions shall apply to this Contract as supplemental by the following:

In addition to all permit and license fees required by GC-317, the Contractor is required to pay to the Building Inspection Division all plan review fees which may come due as a percentage of the Building Permit Fee in accordance with Chapter 1, Section 138.1 of the Denver Amendments to the Uniform Building Code (2009). For additional plan review fees that may be due as a result of the requirements of Denver Amendments Table 1-C footnote 4, the Contractor shall be entitled to compensation for the actual cost of all such fees paid, without any additional mark up, by execution of a change order in accordance with General Condition 1101.

## **SC-7 RESERVED**

## **SC-8 WAGE RATE SCHEDULE**

General Contract Title 10 shall be amended by adding the following:

All work that has specialized skills or that has safety concerns shall be performed by the appropriate level tradesman including, but not limited to, work on energized, or potentially energized, electrical circuits until the circuit has been positively identified as having been de-energized; work on pressurized piping; work in potable waterlines; shoring and scaffolding; work involving handling refrigerants and hazardous materials; heavy equipment operation and work involving asbestos. Work not involving energized circuits, pressurized piping, etc. may be performed by personnel in demolition laborer classification.

## **SC-9 CONSTRUCTION INSPECTION BY THE CITY**

General Condition 1701, CONSTRUCTION INSPECTION BY THE CITY, is modified as follows:

### **1701**

**.1** Persons who are employees of the City or who are under contract to the City or the City as lessee will be assigned to inspect and test the Work. These persons may perform any tests and observe the Work to determine whether or not designs, materials used, manufacturing and construction processes and methods applied, and equipment installed satisfy the requirements of the drawings and specifications, accepted Shop Drawings, Product Data and Samples, and the General Contractor's warranties and guarantees. The General Contractor shall permit these inspectors unlimited access to the Work and provide means of safe access to the Work, which cost shall be included as a Cost of the Work without any increase to the Guaranteed Maximum Price. In addition, General Contractor shall provide whatever access and means of access are needed to off-site facilities used to store or manufacture materials and equipment to be incorporated into the Work and shall respond to any other reasonable request to further the inspector's ability to observe or complete any tests. Such inspections shall not relieve the General Contractor of any of its quality control responsibilities or any other obligations under the Contract. All inspections and all tests conducted by the City are for the convenience and benefit of the City. These inspections and tests do not constitute acceptance of the materials or Work tested or inspected, and the City may reject or accept any Work or materials at any time prior to the inspections pursuant to G.C. 2002, whether or not previous inspections or tests were conducted by the inspector or a City representative.

**.2** Building Inspections will perform building code compliance inspections for structures designed for human occupancy. It is the General Contractor's responsibility to schedule and obtain these inspections. If a code compliance inspection results in identification of a condition which will be at variance to the Contract Documents, the General Contractor shall immediately notify the Project Manager and confirm such notification with formal correspondence no later than forty-eight (48) hours after the occurrence.

.3 When any unit of government or political subdivision, utility or railroad corporation is to pay a portion of the cost of the Work, its respective representatives shall have the right to inspect the Work. This inspection shall not make any unit of government or political subdivision, utility or railroad corporation a party to the Contract, and shall not interfere with the rights of either party.

#### **SC-10 DISPOSAL OF NON-HAZARDOUS WASTE AT DADS**

In accordance with the Landfill Agreement made between the City and Waste Management of Colorado, Inc., bidders will be required to haul dedicated loads (non-hazardous entire loads of waste) to the Denver-Arapahoe Disposal Site (“DADS”) for disposal. DADS is located at Highway 30 and Hampden Avenue in Arapahoe County, Colorado. The City will pay all fees associated with such disposal but the bidder shall be responsible for the costs of transporting the loads. Non-hazardous waste is defined as those substances and materials not defined or classified as hazardous by the Colorado Hazardous Waste Commission pursuant to C.R.S. §25-15-207, as amended from time to time, and includes construction debris, soil and asbestos. Bidders shall not use Gun Club Road between I-70 and Mississippi Avenue as a means of access to DADS.

#### **SC-11 PROHIBITION ON USE OF CCA-TREATED WOOD PRODUCTS**

The use of any wood products pressure-treated with chromated copper arsenate (CCA) is prohibited. Examples of CCA-treated wood products include wood used in play structures, decks, picnic tables, landscaping timbers, fencing, patios, walkways and boardwalks.

#### **SC-12 WAIVER OF: PART 8 OF ARTICLE 20 OF TITLE 13, COLORADO REVISED STATUTES**

The Contractor specifically waives all the provisions of Chapter 8 of Article 20 of Title 13, Colorado Revised Statutes regarding defects in the Work under this Construction Contract.

#### **SC-13 PERIOD OF PERFORMANCE**

The term or duration of this Agreement shall be three (3) years from the date of execution of this Agreement, unless extended by Contract amendment in accordance with the provisions of these Special Contract Conditions. With respect to any Work that is authorized by a Work Order issued prior to the contract completion date, but not completed by that date, the City shall have the option to terminate the Work in progress and pay only for that portion of the Work satisfactorily completed within the period of performance specified herein or to provide for, in writing, a limited extension of the contract completion date to complete the remaining Work at the prices agreed upon in the previously issued Work Order(s).

For each Work Order Pricing Request submitted to the Contractor for pricing, the Contractor agrees to review and price the Work Order Pricing Request within fourteen (14) consecutive calendar days of the date of such Work Order Pricing Request. In the event a Work Order is issued pursuant to a priced Work Order Pricing Request, the Contractor agrees to undertake the performance of the specified Work within ten (10) consecutive calendar days of the date of issuance of a Notice to Proceed for the referenced Work Order. The Contractor agrees to satisfactorily complete all work referenced in each Work Order within the agreed upon period of performance set forth in such Work Order or Notice to Proceed, plus such extension or extensions granted by the Executive Director in accordance with the provisions for Work Order Change Orders. For purposes of this Contract, “Contract Time”, as used in the General Contract Conditions, shall mean the period of performance specified in each issued Work Order and shall run from the date of issuance of a Work Order Notice to Proceed to the date of Work Order Final Completion. Work Order Substantial Completion shall occur prior to Final Completion of any Work Order.

#### **SC-14 PERFORMANCE OF WORK, AS DIRECTED BY THE CITY**

The City's Construction Contract General Conditions, 2011 Edition shall generally apply to this Contract as supplemental by the following:

As described elsewhere in the Contract Documents, this Contract contemplates performance of construction services Work by the Contractor on a variety of, as yet to be identified, City construction Projects on an "as needed" or "On-call" basis. Under the terms of this Contract, the City, in its sole discretion, will determine both the extent and nature of each scope of work or project it requires the Contractor to perform or complete and the specific terms and conditions under which it requires the Contractor to perform or complete this scope or project. Nothing contained herein, however, shall be construed by the Contractor as promise or guarantee of any minimum amount of Work or compensation hereunder.

In the event the City elects to direct the Contractor to perform work hereunder, the process by which both a specific work scope or project and specific performance terms or conditions shall be established prior to commencement of such work shall be as follows:

1. The City will identify a work scope or project for the Contractor to perform or complete and will issue to the Contractor a Work Order Pricing Request (in the format provided herein) containing, at a minimum, a detailed scope or project description, drawings, plans, specifications, the specific terms and conditions under which such project or scope must be performed and other pertinent materials.
2. In accordance with the terms and conditions of this Contract, the Contractor will review each Work Order Pricing Request and provide a price (in the Work Order Pricing Request Worksheet format provided herein) and a project schedule responsive to each Work Order Pricing Request. In preparing its price, the Contractor shall include all bid unit prices for any required or specified work that corresponds with any unit price description (covered work). All other scope or project work elements required to complete the project or otherwise fully perform the described scope shall be considered uncovered work and priced using the format and cost categories for labor, material and equipment specified herein.
3. Upon receipt of the completed and fully executed Work Order Pricing Request Worksheet from the Contractor, negotiation of uncovered work prices or sums and agreement on the Total Price (the total of covered and uncovered prices), schedule and any other specific requirements for the requested scope of Work, a Work Order (in the format provided for herein) for the Work will be issued by the City authorizing the Work to proceed under the terms and conditions set forth in the Work Order and attachments. This Order shall also encumber funds for the performance of such Work Order.
4. Upon receipt of the fully executed Work Order and a Work Order Notice to Proceed (in the format provided for herein), the Contractor shall have ten (10) consecutive calendar days to commence the performance.
5. With respect to each issued Work Order, the contractor shall furnish all tools, labor, supplies, equipment, materials and everything necessary to perform and complete the described scope of work or project contained in the Work Order.
6. During the course of performance of the Work authorized by each Work Order, the Contractor shall submit regular pay applications, in accordance with provisions of these Special Contract Conditions. The City shall issue payment for all satisfactorily completed Work authorized by Work Order, in accordance with the terms and conditions of the Contract Documents.
7. If additions, deletions or other modifications to the authorized Work scope or other terms or conditions are required or desired in the sole discretion of the City under a particular Work Order, a Work Order Change Order will be issued based on pricing prepared using the Work Order Change Pricing Request Worksheets and under the terms and conditions for issuance of a Change Order under the General Contract Conditions. The Work Order Change Order will identify any increase or decrease in the cost, change in the period of performance and any other modifications to the performance requirements for that particular Work Order.

8. Upon satisfactory completion, notice of Substantial Completion and Final Completion of the Work authorized and performed under each Work Order, Work Order Close-Out will occur, a Final Receipt for that Work Order will be issued, and final payment for the Work Order will be made.

9. Under this Contract, more than one Work Order may be issued and performed by the Contractor at the same time.

10. Given that under this Contract, the Contractor is committed to make available to the City and, as from time to time directed by the City under the process described, furnish all labor, tools, supplies, equipment, materials and everything necessary for and required to do, perform and complete each Work Order issued in accordance with the terms and conditions set forth herein, certain provisions, terms and conditions included in the General Contract Conditions either will not apply or will apply on a Work Order by Work Order basis rather than an overall Contract basis.

11. As such, the term Work, as issued in the Contract Documents shall mean the Contractor's equipment and physical plant, labor, management, administration, supervision, materials and supplies, and all other things needed to assemble, manufacture, complete or perform the various components into finished improvements pursuant to any Work Order issued pursuant to the Contract Documents. Unless otherwise specified or clearly inapplicable from the context of a given provision, each and every General Contract Condition contained or referenced in the Contract Documents shall apply to and control all Work performed hereunder.

#### **SC-15 PERFORMANCE AND PAYMENT BOND**

Title 15 of the General Contract Conditions shall generally apply to this Contract as supplemented by the following:

A Performance and Payment Bond, in the form included in these Contract Documents, shall be furnished covering all active and open Work performed hereunder. Work shall be considered active and open until all lien releases and consent of surety have been received and the notice of work order closure has been published in a legal advertisement. An initial bond in the amount of **Fifty Thousand Dollars and No Cents (\$50,000.00)** shall be provided at the time of Contract execution (**attached as Exhibit G**). As additional Work is authorized Contractor shall provide properly executed bond Change Riders, in the form included in these Contract Documents, in amount(s) not less than one hundred percent (100%) of all Work for which Final Settlement has not occurred.

#### **SC-16 WORK ORDER PRICING**

Title 9 of the General Contract Conditions shall generally apply to this Contract as supplemented by the following:

1. In order to initiate Work hereunder, the City must prepare and issue a Work Order Pricing Request, in the form included in these Contract Documents. For each Work Order Pricing Request submitted to the Contractor for pricing, the Contractor shall price the request and submit a completed Work Order Pricing Request Worksheet, in the form included in these Contract Documents and complying with the terms and conditions set forth on the form, to the Project Manager, with all supporting materials, within fourteen (14) consecutive calendar days of the date of issuance of such Work Order Pricing Request. The Contractor shall price each request and prepare the appropriate documentation in accordance with the requirements stated herein.

2. **Prices** – The City's policy is to award Work Orders by a mini-bid process. If a mini-bid process is used, Contractor may submit lump sum prices. Upon request Contractor will provide detailed pricing information. If the City determines that a mini-bid process is not appropriate, the Contractor will provide detailed pricing information, reference Work Order Pricing Request Worksheet.

3. A Total Price to perform or complete the Work Order, the sum of all covered and uncovered work amount, must be in each Work Order.

4. The apparent low bidder shall furnish to the Project Manager, for review and approval, a Schedule of Values, in such detail as the Project Manager shall request no later than 10 days after notice of apparent

low bidder. The City may elect to award the Work to the next apparent low bidder if the Schedule of Values is not received within this timeframe.

#### **SC-17 WORK ORDERS**

With respect to Each Work Order Issued hereunder, the General Contract Conditions shall generally apply to this Contract as supplemented by the following:

Upon review of any Work Order Pricing Request Worksheet completed by the Contractor pursuant to a Work Order Pricing Request, the City may, at its sole discretion, reject the pricing submittal, enter into further negotiations regarding uncovered work prices or may direct that the Work described in the Work Order Pricing Request and priced by the Contractor be completed by issuance of a Work Order, in the form included in these Contract Documents to the Contractor. The City reserves the right to issue such a Work Order, at the price and under the terms of the Contractor's pricing submittal, at any time before the expiration of 120 consecutive calendar days from the date the pricing submittal was received by the City. If no Work Order is issued and the pricing submittal is not rejected within this period, the Contractor's pricing submittal shall be deemed rejected by the City.

No Work for a Work Order shall commence until such time as: The Work Order is executed by the Contractor and all designated City officials; the Contractor has submitted a Payment and Performance bond or Bond Change Rider for the Work satisfactory to the City Attorney; for the Work described in the Work Order Pricing Request; and all administrative requirements are met. Until all Work Order issuance requirements are met, the City shall have no obligation to compensate the Contractor for Work performed.

Upon issuance of a Work Order, the Contractor agrees to satisfactorily perform and complete all Work necessary or required to fully perform or otherwise complete the scope of work as described in each issued Work Order or any subsequently issued Work Order Change within the period of performance specified in the Work Order plus such extensions of time as may be granted by the Executive Director in accordance with the provisions of this Contract.

#### **SC-18 WORK ORDER NOTICE TO PROCEED**

GC-302 of the General Contract Conditions shall generally apply to this Contract as supplemented by the following:

Following the issuance of any fully executed Work Order hereunder, a Work Order Notice to Proceed, in the form included in these Contract Documents for that particular Work Order will be issued by the Deputy Manager. The Contractor agrees to commence the Work in accordance with that particular Work Order within ten (10) consecutive calendar days of the date of the Work Order Notice to Proceed. No Work Order Notice to Proceed will be issued and no Work will commence until such time as the Contractor has complied with all administrative requirements for that particular Work Order under SC-15 PERFORMANCE AND PAYMENT BOND. Thereafter, the Contractor shall prosecute the Work to be accomplished under the Work Order at such time and place as the Work Order directs and shall fully complete in every detail all specified Work in accordance with the terms and conditions of the Work Order and the provisions of these General Contract Conditions and Special Contract Conditions.

#### **SC-19 PROGRESS PAYMENTS FOR WORK ORDERS**

The application for payment shall be submitted through Textura® Corporation's Construction Management Website.

In accordance with General Contract Condition 902, PAYMENT PROCEDURE, the party(ies) responsible for review of all Work Order Pay Applications shall be the Project Manager assigned to each Work Order. The application for payment shall be submitted through Textura® Corporation's Construction Management Website. Contractor recognizes and agrees that it shall be required to use the Textura Construction Payment Management System for this Contract to request payment from the City and to pay subcontractors. **All**

**certified subcontractors or suppliers who are listed for participation towards any assigned program goal must be paid via Textura® as well as all other first tier subcontractors or suppliers.** Upon issuance of the first Work Order under this Contract, the “Textura® Construction Payment Management System Fee” of \$20,345 shall be added to Work Order Pricing Request Worksheet as a Direct Cost and not be subject to mark-up. All costs including, but not limited to, costs associated with training, entering data, and/or utilizing Textura other than the Textura Construction Payment Management System Fee are overhead and shall not be reimbursed by the City. Bidder will be responsible for any tax on the Textura fee. As with other taxes, the City will not reimburse bidder for this cost. Textura will invoice the awarded bidder directly. Contractor further agrees that, to the fullest extent possible within Textura, the City shall be entitled to all non-Confidential records, reports, data and other information related to the project that are available to Contractor through Textura, including, but not limited to, information related to Contractor and subcontractor billings. To that end, Contractor agrees it will activate any available settings within Textura necessary to grant the City access to such non-Confidential information related to the contract and the project. Applications for payment shall be based on the Contract Unit Prices or the approved Schedule of Values described in GC 903.1

In accordance with General Contract Condition 906, APPLICATIONS FOR PAYMENT, each Application submitted shall include the following:

1. The estimate of Work completed shall be based on the approved schedule of values or unit prices, as applicable, and the percent of the Work complete.
2. Each Application for Payment shall include each and every independent subcontractor’s payroll information including pay dates and pay amounts.
3. The Contractor shall also submit to the Auditor and other appropriate officials of the City in a timely fashion, information required by General Contract Condition 1004, REPORTING WAGES PAID.
4. Applications for Payment must be accompanied by completed Partial or Final Claim Release Form, as appropriate, from EACH subcontractor and supplier, **AND** the Contractors’ Certification of Payment Form (CCP), unless an exception is approved pursuant to General contract condition 907.

The sample forms, Final/Partial Release and Certificate of Payment (Subcontractor/Supplier) and the Contractor’s Certification of Payment (CCP), both of which must be used are attached below. If subcontractor or supplier payments are disbursed via Textura® CPM, those systems generated Release and CCP forms are acceptable. All subcontractors and suppliers must be paid in full by Contractor prior to request for final settlement of each Work Order by Contractor.

In accordance with General Contract Condition 908 **RETAINAGE :**

- .1 The City shall deduct and retain a total of five percent (5%) from the total amount of approved applications for payment for each Work Order, including Work Order Change Orders. The City may also deduct in addition to retainage as stated above, the additional amount(s) of any and all outstanding claims pursuant to CRS §38-26-107 from each approved application for payment.
- .2 After ninety-five percent (95%) of the Work under a Work Order has been satisfactorily accomplished by the Contractor, the Manager of Public Works, in his sole discretion, may decrease the retained amount to a level that is no less than twice the value of the estimate of remaining Work.
- .3 Execution of the Master On-Call Contract by the Contractor shall constitute a waiver by the Contractor to claim any right of payment of interest upon any such retained funds, or to claim any right of payment of interest upon funds withheld under the provisions of CRS §38-26-107.

## **SC-20 WORK ORDER CHANGES**

Title 11 of the General Contract Conditions shall apply to this Contract, on a Work Order by Work Order basis, as supplemented by the following:



In accordance with all terms and conditions provided for standard change orders under Title 11 of the General Contract Conditions, the City may issue Work Order Change Order(s) providing for deletions, additions and modifications to the Work under a duly issued Work Order. Work Order Change Order(s) must be issued on the Work Order Change Order form included in these Contract Documents.

Markup for overhead and profit for Work Order Change Orders shall require completion of the Work Order Change Pricing Request Worksheets for Contractor and applicable Sub-Contractors.

**1. Markup for Overhead and Profit** – The Contractor shall be entitled to **7%** of markup on the direct cost of the subcontractor's work, including labor, materials, and equipment. The Contractor shall not apply markup to Special Conditions, markup, or bonds, taxes or insurance. The Contractor, subcontractor or sub-subcontractor who actually performs the Work shall be entitled to a markup of **13%** on the actual direct labor costs described below. For terminology and methodology applicable to Work Order Change Order pricing, refer to General Contract Conditions (2011 Edition) Titles 9 and 11, Special Conditions 15 through 19, and the Work Order Change Pricing Request Worksheet forms (attached) of this document. Bonds, insurance and sales tax are to be added **after** markup. At no time shall the above markups exceed 20%.

The general contractor's percentage markup on subcontractor work shall be considered to support the full cost of office supervisors and assistants, including all clerical and general office help; review and coordination; estimating; expediting; office equipment and supplies, telephone, fax, conformance to OSHA requirements, safety programs, and all other general contractor company expenses. These percentage markups shall be applied one time only for each Work Order or Work Order Change Order and shall not pyramid in any way.

Direct labor costs shall include only the cost associated with the workers who actually perform the Work (including fringe benefits and the Contractor's actual cost for Worker's Compensation, Social Security and Payroll taxes). The costs of supervision, management and field or office overhead costs shall not be included or calculated as direct labor cost. For shop or plant components of the Work, the direct labor cost shall include only those workers who work directly on the item being manufactured or the actual operators of the equipment being used to handle the items being manufactured.

Material costs shall include the direct costs of materials, supplies and equipment incorporated in or consumed by the Work. The costs shall be based on buying the material, supplies and equipment without markup.

Equipment costs shall be the actual cost to the Contractor of owned and/or rented equipment other than small tools, or equipment rental rates without markup or operator, as listed in the appropriate rental rate book currently in use by the Colorado Department of Transportation.

2. Bonds, Insurance, Permits and Taxes shall be reimbursed at the actual cost associated with all required bond riders, insurance, permits, licenses, and sales, use or other taxes related to the Work.

3. A Total Price to perform or complete the Work Order Change Order, the sum of all covered and uncovered work amount, must be in each Work Order Change Order.

4. If it is later determined that the pricing was not correct due to inaccurate or incomplete pricing data by the Contractor or any subcontractor or supplier, the price shall be reduced accordingly, and the Work Order cost modified by a Work Order Change Order.

#### **SC-21 WORK ORDER CLOSE-OUT**

Titles 19 and 20 of the General Contract Conditions shall apply to this Contract, on a Work Order by Work Order basis, as supplemented by the following:

Upon Substantial Completion of all Work performed under each Work Order in accordance with the Contract Documents, final close-out for that Work Order shall be made in accordance with the terms and conditions of Title 20 of the General Contract Conditions. Each Work Order shall be published for Final Settlement in accordance with General Condition 2003. All subcontractors and suppliers must be paid in full prior to request for final settlement of each Work Order by Contractor and shall be evidenced by complete and Final, unconditional waiver or release of all lien rights. In addition, the Contractor agrees to execute and deliver to the City a Final Receipt for each completed Work Order in the forms previously referenced.

#### **SC-22 CONTRACT CLOSE-OUT**

Upon written notification from the City to the Contractor that no further Work Orders shall be issued hereunder and the completion of final close-out for any previously issued Work Orders in accordance with SC-20 WORK ORDER CLOSE-OUT, the Contract shall proceed to final close-out. The Contractor agrees to comply with all applicable Contract close-out procedures and requirements set forth in General Contract Condition 2002. In addition, the Contractor agrees to execute and deliver to the City a Final Receipt in the forms previously referenced and to provide to the City a consent of surety covering all Work performed hereunder. Until such time as all Contract close-out procedures are completed and each contract close-out requirement is satisfied, the City shall retain from amounts due the Contractor, in addition to any other withholdings provided for hereunder, a sum not greater than one percent (1%) of the maximum contract amount specified herein.

#### **SC-23 ATTORNEY'S FEES**

Colorado Revised Statute 38-26-107 requires that in the event any person or company files a verified statement of amounts due and unpaid in connection with a claim for labor and materials supplied on this project, the City shall withhold from payments to the Contractor sufficient funds to insure the payment of any such claims. Should the City and County of Denver be made a party to any lawsuit to enforce such unpaid claims or any lawsuit arising out of or relating to such withheld funds, the Contractor agrees to pay to the City its costs and a reasonable attorney's fee which cost shall be included as a Cost of the Work.

Because the City Attorney Staff does not bill the City for legal services on an hourly basis, the Contractor agrees a reasonable fee shall be computed at the rate of one hundred dollars per hour of City Attorney time.

#### **SC 24 INSURANCE:**

General Condition 1601 is hereby deleted in its entirety and replaced with the following:

1. General Conditions: Contractor agrees to secure, at or before the time of execution of this Agreement, the following insurance covering all operations, goods or services provided pursuant to this Agreement. Contractor shall keep the required insurance coverage in force at all times during the term of the Agreement, or any extension thereof, during any warranty period, and for three (3) years after termination of the Agreement. The required insurance shall be underwritten by an insurer licensed or authorized to do business in Colorado and rated by A.M. Best Company as "A-VIII" or better. Each policy shall contain a valid provision or endorsement requiring notification to the City in the event any of the required policies be canceled or non-renewed before the expiration date thereof. Such written notice shall be sent to the parties identified in the Notices section of this Agreement. Such notice shall reference the City contract number listed on the signature page of this Agreement. Said notice shall be sent thirty (30) days prior to such cancellation or non-renewal unless due to non-payment of premiums for which notice shall be sent ten (10) days prior. If such written notice is unavailable from the insurer, contractor shall

provide written notice of cancellation, non-renewal and any reduction in coverage to the parties identified in the Notices section by certified mail, return receipt requested within three (3) business days of such notice by its insurer(s) and referencing the City's contract number. If any policy is in excess of a deductible or self-insured retention, the City must be notified by the Contractor. Contractor shall be responsible for the payment of any deductible or self-insured retention. The insurance coverages specified in this Agreement are the minimum requirements, and these requirements do not lessen or limit the liability of the Contractor. The Contractor shall maintain, at its own expense, any additional kinds or amounts of insurance that it may deem necessary to cover its obligations and liabilities under this Agreement.

2.     **Proof of Insurance:** Contractor shall provide a copy of this Agreement to its insurance agent or broker. Contractor may not commence services or work relating to the Agreement prior to placement of coverages required under this Agreement. Contractor certifies that the certificate of insurance attached as Exhibit C, preferably an ACORD certificate, complies with all insurance requirements of this Agreement. The City requests that the City's contract number be referenced on the Certificate. The City's acceptance of a certificate of insurance or other proof of insurance that does not comply with all insurance requirements set forth in this Agreement shall not act as a waiver of Contractor's breach of this Agreement or of any of the City's rights or remedies under this Agreement. The City's Risk Management Office may require additional proof of insurance, including but not limited to policies and endorsements.

3.     **Additional Insureds:** For Commercial General Liability, Auto Liability, Contractor's Pollution Liability, and Excess Liability/Umbrella (if required), Contractor and subcontractor's insurer(s) shall include the City and County of Denver, its elected and appointed officials, employees and volunteers as additional insured.

4.     **Waiver of Subrogation:** For all coverages required under this Agreement, Contractor's insurer shall waive subrogation rights against the City.

5.     **Subcontractors and Subconsultants:** All subcontractors and subconsultants (including independent contractors, suppliers or other entities providing goods or services required by this Agreement) shall be subject to all of the requirements herein and shall procure and maintain the same coverages required of the Contractor. Contractor shall include all such subcontractors as additional insured under its policies (with the exception of Workers' Compensation) or shall ensure that all such subcontractors and subconsultants maintain the required coverages. Contractor agrees to provide proof of insurance for all such subcontractors and subconsultants upon request by the City.

6.     **Workers' Compensation/Employer's Liability Insurance:** Contractor shall maintain the coverage as required by statute for each work location and shall maintain Employer's Liability insurance with limits of \$100,000 per occurrence for each bodily injury claim, \$100,000 per occurrence for each bodily injury caused by disease claim, and \$500,000 aggregate for all bodily injuries caused by disease claims. Contractor expressly represents to the City, as a material representation upon which the City is relying in entering into this Agreement, that none of the Contractor's officers or employees who may be eligible under any statute or law to reject Workers' Compensation Insurance shall effect such rejection during any part of the term of this Agreement, and that any such rejections previously effected, have been revoked as of the date Contractor executes this Agreement.

7.     **Commercial General Liability:** Contractor shall maintain a Commercial General Liability insurance policy with limits of \$1,000,000 for each occurrence, \$1,000,000 for each personal and advertising injury claim, \$2,000,000 products and completed operations aggregate, and \$2,000,000 policy aggregate.

8. Business Automobile Liability: Contractor shall maintain Business Automobile Liability with limits of \$1,000,000 combined single limit applicable to all owned, hired and non-owned vehicles used in performing services under this Agreement. If transporting wastes, hazardous material, or regulated substances, Contractor shall carry a pollution coverage endorsement and an MCS 90 endorsement on their policy. Transportation coverage under the Contractors Pollution Liability policy shall be an acceptable replacement for a pollution endorsement to the Business Automobile Liability policy.

9. Builder's Risk or Installation Floater: Contractor shall maintain limits equal to the completed value of the project. Coverage shall be written on an all risk, replacement cost basis including coverage for soft costs, flood and earth movement, if in a flood or quake zone, and, if applicable, equipment breakdown including testing. The City and County of Denver, Contractor, and subcontractors shall be Additional Named Insureds under the policy. Policy shall remain in force until acceptance of the project by the City.

10. Contractors Pollution Liability: Contractor shall maintain limits of \$1,000,000 per occurrence and \$2,000,000 policy aggregate. Policy to include bodily injury; property damage including loss of use of damaged property; defense costs including costs and expenses incurred in the investigation, defense or settlement of claims; and clean-up costs. Policy shall include a severability of interest or separation of insured provision (no insured vs. insured exclusion) and a provision that coverage is primary and non-contributory with any other coverage or self-insurance maintained by the City.

11. Additional Provisions:

- (a) For Commercial General Liability, the policy must provide the following:
  - (i) That this Agreement is an Insured Contract under the policy;
  - (ii) Defense costs are outside the limits of liability;
  - (iii) A severability of interests or separation of insureds provision (no insured vs. insured exclusion); and
  - (iv) A provision that coverage is primary and non-contributory with other coverage or self-insurance maintained by the City.
- (b) For claims-made coverage:
  - (i) The retroactive date must be on or before the contract date or the first date when any goods or services were provided to the City, whichever is earlier
- (c) Contractor shall advise the City in the event any general aggregate or other aggregate limits are reduced below the required per occurrence limits. At their own expense, and where such general aggregate or other aggregate limits have been reduced below the required per occurrence limit, the Contractor will procure such per occurrence limits and furnish a new certificate of insurance showing such coverage is in force.

## **SC-25 ON-CALL SPECIFIC CONTRACT FORMS**

The following listed and attached "Contract Forms" shall be detached and utilized in accordance with the Contract Documents.

1. Reserved.
2. Performance and Payment Bond
3. Surety Authorization
4. Change Rider
5. Work Order Pricing Request
6. Work Order Pricing Request Worksheet

7. On-Call Construction Services Work Order
8. On-Call Construction Services Work Order Notice to Proceed
9. Instructions for Completing Contractor Certification of Payment form and Contractor Certification of Payment Form (sample)
10. Final/Partial Release and Certification of Payment
11. Work Order Final Receipt
12. Work Order Change Order
13. Work Order Change Pricing Request Worksheets

**ATTACHMENT 1**

**RESERVED**

## ATTACHMENT 2

### CITY AND COUNTY OF DENVER DEPARTMENT OF PUBLIC WORKS

#### PERFORMANCE AND PAYMENT BOND

KNOW ALL MEN BY THESE PRESENTS, that we, the undersigned

---

a corporation organized and existing under and by virtue of the laws of the State of \_\_\_\_\_,  
hereafter referred to as the "Contractor", and

---

,  
a corporation organized and existing under and by virtue of the laws of the State of \_\_\_\_\_,  
and authorized to transact business in the State of Colorado, as Surety, are held and firmly bound unto the  
CITY AND COUNTY OF DENVER, a municipal corporation of the State of Colorado, hereinafter referred  
to as the "City", in the penal sum of **FIFTY THOUSAND DOLLARS AND NO/100 (\$50,000.00)**, lawful  
money of the United States of America, for the payment of which sum, well and truly to be made, we bind  
ourselves and our heirs, executors, administrators, successors and assigns, jointly and severally, firmly by  
these presents;

#### THE CONDITION OF THE FOREGOING OBLIGATION IS SUCH THAT:

WHEREAS, the above bounden Contractor has entered into a written contract with the aforesaid City for  
furnishing all labor and tools, supplies, equipment, superintendence, materials and everything necessary for  
and required to do, perform and complete the construction of **CONTRACT NO. \_\_\_\_\_ ON-**  
**CALL CONSTRUCTION**, Denver, Colorado, and has bound itself to complete the project within the time  
or times specified or pay liquidated damages, all as designated, defined and described in the said Contract  
and Conditions thereof, and in accordance with the Plans and Technical Specifications therefore, a copy of  
said Contract being made a part hereof;

NOW, THEREFORE, if the said Contractor shall and will, in all particulars well and truly and faithfully  
observe, perform and abide by each and every Covenant, Condition and part of said Contract, and the  
Conditions, Technical Specifications, Plans, and other Contract Documents thereto attached, or by  
reference made a part thereof and any alterations in and additions thereto, according to the true intent and  
meaning in such case, then this obligation shall be and become null and void; otherwise, it shall remain in  
full force and effect;

PROVIDED FURTHER, that if the said Contractor shall satisfy all claims and demands incurred by the  
Contractor in the performance of said Contract, and shall fully indemnify and save harmless the City from  
all damages, claims, demands, expense and charge of every kind (including claims of patent infringement)  
arising from any act, omission, or neglect of said Contractor, its agents, or employees with relation to said  
work; and shall fully reimburse and repay to the City all costs, damages, and expenses which it may incur  
in making good any default based upon the failure of the Contractor to fulfill its obligation to furnish  
maintenance, repairs or replacements for the full guarantee period provided in the Contract Documents,  
then this obligation shall be null and void; otherwise it shall remain in full force and effect;

PROVIDED FURTHER, that if said Contractor shall at all times promptly make payments of all amounts  
lawfully due to all persons supplying or furnishing it or its subcontractors with labor and materials, rental  
machinery, tools or equipment used or performed in the prosecution of work provided for in the above  
Contract and that if the Contractor will indemnify and save harmless the City for the extent of any and all  
payments in connection with the carrying out of such Contract, then this obligation shall be null and void;  
otherwise it shall remain in full force and effect;

PROVIDED FURTHER, that if the said Contractor fails to duly pay for any labor, materials, team hire, sustenance, provisions, provender, gasoline, lubricating oils, fuel oils, grease, coal, or any other supplies or materials used or consumed by said Contractor or its subcontractors in performance of the work contracted to be done, or fails to pay any person who supplies rental machinery, tools or equipment, all amounts due as the result of the use of such machinery, tools or equipment in the prosecution of the work, the Surety will pay the same in any amount not exceeding the amount of this obligation, together with interest as provided by law;

PROVIDED FURTHER, that the said Surety, for value received, hereby stipulates and agrees that no change, extension of time, alteration or addition to the terms of the Contract, or to contracts with others in connection with this project, or the work to be performed thereunder, or the Technical Specifications and Plans accompanying the same, shall in any way affect its obligation on this bond and it does hereby waive notice of any change, extension of time, alteration or addition to the terms of the Contract, or contracts, or to the work, or to the Technical Specifications and Plans.

IN WITNESS WHEREOF, said Contractor and said Surety have executed these presents as of this

\_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

Attest:

\_\_\_\_\_  
Secretary

\_\_\_\_\_  
**Contractor**

\_\_\_\_\_  
**President**

\_\_\_\_\_  
**Surety**

\_\_\_\_\_  
**Attorney-In-Fact**

(Accompany this bond with Attorney-in-Fact's authority from the Surety to execute bond, certified to include the date of the bond).

APPROVED AS TO FORM:  
Attorney for the City and County of  
Denver

By: \_\_\_\_\_  
**Assistant City Attorney**

APPROVED FOR THE CITY AND COUNTY  
OF DENVER

By: \_\_\_\_\_  
**MAYOR**

By: \_\_\_\_\_  
**EXEC. DIR. OF PUBLIC WORKS**





## ATTACHMENT 3

### Denver Public Works

Engineering Division

Capital Projects Management – Dept. 506

Right-of-Way Services – Dept 507

Traffic Engineering Services – Dept 508

Policy and Planning – Dept. 509

201 West Colfax Ave, Dept 614

Denver, CO 80202

[www.work4denver.com](http://www.work4denver.com)

### PERFORMANCE AND PAYMENT BOND SURETY AUTHORIZATION

(SAMPLE)

FAX NUMBER: 720-913-3183  
TELEPHONE NUMBER: 720-913-3267

Assistant City Attorney  
201 W. Colfax Ave. Dept 1207  
Denver, Colorado 80202

RE: (Company name)

Contract No: «Contract\_No»  
Project Name: «Project\_Name»  
Contract Amount:  
Performance and Payment Bond No.:

Dear Assistant City Attorney,

The Performance and Payment Bonds covering the above captioned project were executed by this agency, through \_\_\_\_\_ insurance company, on \_\_\_\_\_, 20\_\_.

We hereby authorize the City and County of Denver, Department of Public Works, to date all bonds and powers of attorney to coincide with the date of the contract.

If you should have any additional questions or concerns, please don't hesitate to give me a call at \_\_\_\_\_.

Thank you.

Sincerely,

## ATTACHMENT 4

### RIDER

**Work Order No.** \_\_\_\_\_

**Contract No.** \_\_\_\_\_

TO BE ATTACHED TO AND FORM PART OF

\_\_\_\_\_  
PERFORMANCE AND PAYMENT  
(TYPE OF BOND)

NO: \_\_\_\_\_

IN FAVOR OF: \_\_\_\_\_  
CITY AND COUNTY OF DENVER  
(OBLIGEE)

ON BEHALF OF: \_\_\_\_\_  
(PRINCIPAL)

EFFECTIVE: \_\_\_\_\_  
(ORIGINAL EFFECTIVE DATE)

IT IS AGREED THAT, in consideration of the original premium charged for this bond, and any additional premium that may be properly chargeable as a result of this rider,

The Surety, \_\_\_\_\_, hereby gives is consent to:

- ( ) INCREASE BOND PENALTY      ( ) CHANGE THE NAME OF PRINCIPAL  
( ) DECREASE BOND PENALTY      ( ) CHANGE THE ADDRESS OF THE PRINCIPAL  
( ) CHANGE THE EFFECTIVE DATE      ( ) CHANGE THE EXPIRATION DATE  
( ) OTHER: \_\_\_\_\_

**of the attached bond as described herein:**

|    |                                             | NO. | AMOUNT (\$) |
|----|---------------------------------------------|-----|-------------|
| R1 | WORK ORDERS / CHANGES ASSIGNED TO DATE      |     |             |
| R2 | WORK ORDERS / CHANGES COMPLETED TO DATE **  |     |             |
| R3 | PREVIOUS CURRENT WORK ORDER TOTAL (R1 – R2) |     |             |
| R4 | AMOUNT OF THIS WORK ORDER                   |     |             |
| R5 | NEW CURRENT WORK ORDER TOTAL (R3 + R4)      |     |             |

PROVIDED, however, that the attached bond shall be subject to all its agreements, limitations, and conditions except as herein expressly modified, and that the liability of the Surety under the attached bond as changed by this rider shall not be cumulative. \*\* Note that in order for work orders to be considered “completed” and therefore removed from the “current” work order total, the City must have issued a Letter of Final Acceptance for each completed work order.

SIGNED AND SEALED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ 20\_\_.

\_\_\_\_\_  
INSURANCE COMPANY

\_\_\_\_\_  
(witness)

By: \_\_\_\_\_  
(Attorney-in-Fact) (Seal)

## ATTACHMENT 5



### CITY AND COUNTY OF DENVER DEPARTMENT OF PUBLIC WORKS

#### CONSTRUCTION ON-CALL WORK ORDER PRICING REQUEST [PROJECT NAME]

BID DUE DATE:  
[Date and Time]

#### CITY & COUNTY OF DENVER PROJECT MANAGER

[Name]

[Phone]

[Email]

#### BID SUBMITTAL

Email bids in PDF format to City and County of Denver Project Manager by [Date and Time]

#### PRE-BID CONFERENCE

A pre-bid site visit is scheduled for bidders on [Date and Time]. The pre-bid conference will be held at the project location, [Address]. Contractors are encouraged to attend the pre-bid site visit to become familiar with the project scope and location.

#### QUESTIONS FROM BIDDERS

All questions must be submitted in writing to the Project Manager by [Date and Time].

#### STATEMENT OF WORK

The work includes all labor, material and equipment required to complete the work described in this proposal request, and the accompanying bid documents.

#### Scope of Work:

*[Provide a detailed summary of what the work will entail. Reference the file name(s) of the Construction Documents, Technical Specifications and/or Project Manual from which the project will be bid.]*

Contractor shall include the cost for all required permit fees in their bid. Permits will be reimbursed at cost, with no markup allowed.

Per Executive Order No. 123, Chapter 5, the Contractor shall recycle construction and demolition when possible. Contractor shall provide proof of any recycling of materials.

#### Special Considerations:

*[List any items that need to be further emphasized, or are not explicitly contained in the Construction Documents. What do you need the Contractor to pay specific attention to?]*

#### PROPOSAL REQUIREMENTS

The bid submission shall include the Project Cost Proposal and Project Schedule as outlined below. Bids will be evaluated and awarded based on cost. The Project Manager will confirm that all bids address the complete scope of work before awarding.

**Project Cost Proposal**

The Project Cost Proposal shall be submitted using the On-Call proposal worksheet.

*[Delete below reference to Alternates if no alternates are required.]*

Each Bid Alternate shall be priced on a separate On-Call proposal worksheet with the subcontractor backup provided.

Contractor shall provide a list of **ANY** assumptions and qualifications associated with their bid on a separate document titled "[Project Name] - Bid Assumptions and Qualifications."

**Project Schedule**

Provide a project schedule with the start date of [Date]. The project is expected to be substantially complete on [Date]. Provide durations of all activities, lead times for material not readily available, breakout of project phasing (if required) and enough detail to illustrate the overall plan to successfully execute the project. The Contractor can assume Working Hours are: [7AM- 5PM Monday through Friday].

**DOCUMENTS AND BID INFORMATION AVAILABLE**

The bid documents consisting of [Drawings and/or Specifications] are being distributed as PDFs attached to the email containing this Proposal Request. The PDF [file(s) is/are] titled, ["File Name"]. Please contact the Project Manager if you have any issues viewing the documents.

**MINORITY AND WOMEN BUSINESS ENTERPRISE (MWBE) PARTICIPATION**

Contractors shall comply with their respective On-Call Contract.

**MISCELLANEOUS**

Contracts for construction, reconstruction, and remodeling are subject to the City prevailing wage rate requirements established pursuant to Section 20-76, D.R.M.C. For questions related to prevailing wage rates, Contractor shall contact the Office of the Auditor.

As its best interest may appear, the City and County of Denver reserves the right to reject any or all bids, and to waive informalities in bids.

If you have any questions related to this Construction On-Call Proposal Request, please contact the Project Manager whose contact information is listed at the top of this proposal request. Your interest in assisting with this project is greatly appreciated.

Reviewed by: Supervisor \_\_\_\_\_

## ATTACHMENT 6

### WORK ORDER PRICING REQUEST WORKSHEET ON CALL CONSTRUCTION SERVICES

#### INFRASTRUCTURE PROJECT MANAGEMENT

DEPARTMENT OF PUBLIC WORKS · CITY & COUNTY OF DENVER · 201 W. COLFAX AVE., DEPARTMENT 506 · DENVER, CO 80202 · (303) 913-4501 FAX (303) 913-4544

CONTRACTOR:

WORK ORDER PRICING REQUEST NO.:

PROJECT NO.:

PROJECT NAME:

DATE:

#### CERTIFICATIONS AND BASE BID

Base Bid Contract: The undersigned Bidder, having carefully examined the On-Call Construction Services Contract, General Contract Conditions, Special Contract Conditions, Work Order Pricing Request, Drawings, Specifications, and all subsequent Addenda, as prepared by the City and County of Denver and the City's Design Consultant(s), having visited the site, and being familiar with all conditions and requirements of the Work, hereby agrees to furnish all material, labor, equipment and services, including all scheduled allowances, necessary to complete the construction of the above-named project, according to the requirements, for the lump sum of:

1 \_\_\_\_\_ Dollars (\$ \_\_\_\_\_)

2 The above amount may be modified by amounts indicated by the Bidder on the "Alternates Form."

#### SUBCONTRACTORS

The following companies shall execute subcontracts for the portions of Work indicated :

|                  |       |                       |
|------------------|-------|-----------------------|
| Subcontractor 1: | _____ | M/WBE (Yes/No): _____ |
| Subcontractor 2: | _____ | M/WBE (Yes/No): _____ |
| Subcontractor 3: | _____ | M/WBE (Yes/No): _____ |
| Subcontractor 4: | _____ | M/WBE (Yes/No): _____ |
| Subcontractor 5: | _____ | M/WBE (Yes/No): _____ |
| Subcontractor 6: | _____ | M/WBE (Yes/No): _____ |
| Subcontractor 7: | _____ | M/WBE (Yes/No): _____ |
| Subcontractor 8: | _____ | M/WBE (Yes/No): _____ |

#### ACKNOWLEDGEMENT OF ADDENDA

The undersigned Bidder acknowledges receipt of and use of the following Addenda in the preparation of this Bid.

|                 |             |
|-----------------|-------------|
| Addendum No. 1: | Date: _____ |
| Addendum No. 2: | Date: _____ |
| Addendum No. 3: | Date: _____ |

The undersigned Bidder proposes and agrees hereby to commence the Work of the Contract Documents on a date specified in a written Notice to Proceed to be issued by the City and County of Denver, and shall fully complete the Work within \_\_\_\_\_ calendar days.

The undersigned Bidder hereby also represents and certifies to the City that it has received written commitments from the proposed subcontractors listed above to provide the work or materials specified at the prices indicated.

**CONTRACTOR'S SIGNATURE** \_\_\_\_\_

**DATE** \_\_\_\_\_

The City's Project Manager has reviewed the Work Order Pricing Request Worksheet and associated backup documentation and finds the information provided to be aligned with the scope of work described in the Work Order Pricing Request, and is within the project budget. The City's Project Manager recommends awarding the Work to the undersigned Bidder.

**PROJECT MANAGER'S SIGNATURE** \_\_\_\_\_

**DATE** \_\_\_\_\_

## ATTACHMENT 7



## On-Call Construction Services Work Order

|                                |                             |
|--------------------------------|-----------------------------|
| Project Name:                  | Master Contract Alfresco #: |
| Project Manager:               | Contractor/Supplier:        |
| Work Order #:                  | Supplier #: SC-             |
| Alfresco # / Workday PO: / PO- | Supplier ID:                |
| Workday Project ID(s): PRJ-    | Bond Change Rider: Yes      |

It is mutually agreed that when this work order has been signed by the contracting and approving parties, the following described work shall be executed by the Contractor without changing the terms of the Master On-Call Contract. The Contractor agrees to furnish all materials and labor and perform all work required to complete the work order scope, as described below and within the attached proposal, in accordance with the requirements for similar work covered by the Contract:

Insert a very brief description of proposed work scope and attach a detailed Proposal from the Contractor. All text entered into this area should be formatted in font size 10 and Calibri font to match the entire document.

Accepted for Contractor By: \_\_\_\_\_ Title: \_\_\_\_\_ Date: \_\_\_\_\_  
 Printed Name Signature

|                                                                                                                                                                                                                   |  |                                                             |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|-------------------------------------------------------------|
| <b>WORK ORDER 0 SUMMARY</b><br>Total Work Order Amount (Do Not Exceed): <b>\$0.00</b><br>Work Order Duration: <b>60</b> Calendar Days from NTP<br>Scope Includes M/W/S/D/EBE Participation: <b>Yes (M/W/SE)</b>   |  | Approved by Executive Director of Public Works      Date    |
| <hr/> <b>MASTER ON-CALL CONTRACT SUMMARY</b><br>On-Call Contract Expiration Date: <b>  </b><br>M/W/S/D/EBE On-Call Participation Commitment: <b>  </b>                                                            |  | Approved by City Attorney – If Applicable      Date         |
| <hr/> Total of All Work Orders Issued: <b>\$0.00</b><br>Total Work Additions/Deductions (all changes): <b>\$0</b><br>This Work Order: <b>\$ 0.00</b><br>Total of All Work Orders & Changes Issued: <b>\$ 0.00</b> |  | Approved by Director, Infrastructure Project Mgmt      Date |
| <hr/> Maximum On-Call Contract Capacity: <b>\$</b><br>Remaining On-Call Contract Capacity: <b>\$ 0.00</b>                                                                                                         |  | Approved by Using Agency(s) – If Applicable      Date       |
| <hr/>                                                                                                                                                                                                             |  | Approved by Portfolio Manager      Date                     |
| <hr/>                                                                                                                                                                                                             |  | Approved by Project Manager      Date                       |
| <hr/>                                                                                                                                                                                                             |  | Approved by On-Call Contract Manager      Date              |

**NOTE:** No person shall authorize or perform any of the above work until the work order has all signatures and an NTP has been issued.

Distributors: [proval@denversys.org](mailto:proval@denversys.org), [dubs@denversys.org](mailto:dubs@denversys.org), [PWCContract@denversys.org](mailto:PWCContract@denversys.org), Enter Applicable Accounting Team Email (as necessary), Project Manager's Email Address.

## ATTACHMENT 8

---



### On-Call Construction Services Work Order Notice to Proceed

April 22, 2019

Contractor

Attn:

Re: Master Contract Alfresco No.: [REDACTED]  
Master On-Call Contract Expiration Date: [REDACTED]  
Master On-Call Contract Name: [REDACTED]  
Work Order No.: [REDACTED]  
Work Order Name: [REDACTED]  
Work Order Alfresco No.: [REDACTED]

Dear [REDACTED]:

In accordance with Section 302 of the Standard Specifications for Construction, General Contract Conditions, 2011 Edition, you are hereby authorized and directed to proceed on [REDACTED] with the work described in the above referenced Work Order No: 0 in accordance with the terms and conditions of your On-Call Contract with the City and county of Denver, dated [REDACTED].

The established period of performance for this Work Order is [REDACTED] consecutive calendar days; therefore, all work including Final Completion must be completed on or before [REDACTED] in accordance with Title 20 of the General Contract Conditions. The not to exceed amount for this work order is [REDACTED], which includes all costs, fees and expenses.

The Project Manager for this work order is [REDACTED], phone [REDACTED]. Please contact the Project Manager with any questions regarding the above referenced work. If you have not already done so, please submit your construction schedule, in accordance with General Contract Condition 306.2.B to the Project Manager within 10 days from the date of this letter.

Sincerely,

\_\_\_\_\_  
Name of Authority per Contract

Title

Department Name

cc: [prevailingwages@denvergov.org](mailto:prevailingwages@denvergov.org), [dsbo@denvergov.org](mailto:dsbo@denvergov.org), [PAContracts@denvergov.org](mailto:PAContracts@denvergov.org), Enter City Engineer Email (as necessary), Enter Applicable Accounting Team Email (as necessary), Project Manager's Email Address.

Prepared by: On-Call Contract Manager [REDACTED] through Project Manager [REDACTED] through Supervisor [REDACTED] [REDACTED]

## ATTACHMENT 9



**DENVER**  
OFFICE OF ECONOMIC  
DEVELOPMENT

### Instructions for Completing the Contractor/Consultant Certification of Payment Form

Office of Economic Development  
Division of Small Business Opportunity  
**Compliance Unit**  
201 W. Colfax Ave., Dept. 907  
Denver, CO 80202  
Phone: 720-913-1999  
Fax: 720-913-1803  
[dsbo@denvergov.org](mailto:dsbo@denvergov.org)

**Note:** The attached Contractor/Consultant Certification of Payment form must be completed by the Contractor/Subconsultant and all subcontractors/subconsultant or suppliers used on the project at **any tier** and submitted with each pay application. The Contractor/Consultant is responsible for the accuracy of all information provided and is required to have each subcontractor/subconsultant or supplier fill out the appropriate forms. Please be sure to complete all information requested at the top of the form, including the name of the person who prepared this form.

If you reproduce this form, you must continue to list each of the originally listed firms, as well as any additional firms used during the performance period of the contract work or task order.

If you have any questions, please call the Compliance Unit of DSBO at 720.913.1999.

#### Instructions for Completing the Contractor/Consultant Certification of Payment Form, per Column

**Contractor/Subcontractor or Subconsultant/Supplier Name:** In the space provided, list all subcontractors/subconsultants and suppliers used on the project. For all M/W/S/E/DBEs use the exact name listed in the DSBO Directory.

**M/W/S/E/DBE/NON:** For each name listed, indicate whether the entity is a certified M/W/S/E/DBE.

**Column A:** Provide the contract amount, as listed at bid time, for the Contractor/Consultant and each subcontractor/subconsultant or supplier.

**Column B:** Provide the percentage portion of each listed subcontractor/subconsultant or supplier contract amount (Column A) compared to the total original contract amount in (I).

**Column C:** Provide the original contract amount (Column A) for each subcontractor/subconsultant or supplier plus any awarded alternate and/or change order amounts applicable. If an alternate/change order does not apply to the listed firm, re-enter the original contract amount (Column A).

**Column D:** Provide the percent portion of each listed subcontractor/subconsultant or supplier contract amount (Column C) compare to the current total contract amount in (II).

**Column E:** Provide the amount requested for work performed or materials supplied by each listed subcontractor/subconsultant or supplier for this pay application. The sum of the items in this column should equal the estimated amount requested for this pay application.

**Column F:** Provide the amount paid to each subcontractor/subconsultant or supplier on the previous pay application. Enter the previous pay application number in the column heading. The sum of the items listed in this column should equal the warrant amount paid to the Contractor/Consultant on the previous pay application. The amounts paid to the subcontractor/subcontractor or suppliers should be the actual amount of each check issued.

**Column G:** Provide the net paid to date for the Contractor/Subconsultant and each listed subcontractor/subconsultant or supplier.

**Column H:** Provide the percent portion of the net paid to date (Column G) for the Contractor/Subconsultant and each listed subcontractor/subconsultant or supplier of the current total contract amount in (II).





Division of Small Business Opportunity

Fax: 720.913.1803

(II) - Current Contract Amount: \$

Totals

Page of

**ATTACHMENT 10**

**DEPARTMENT OF PUBLIC WORKS**

**FINAL/PARTIAL RELEASE AND CERTIFICATE OF PAYMENT  
(SUBCONTRACTOR/SUPPLIER)**

|                                                                                                                                                                                                                                                                                                                                                                       |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <div style="border-bottom: 1px solid black; margin-bottom: 5px;"></div> (PROJECT NO. and NAME)<br><div style="border-bottom: 1px solid black; margin-bottom: 5px;"></div> (NAME OF CONTRACTOR)<br><div style="border-bottom: 1px solid black; margin-bottom: 5px;"></div> (NAME OF SUBCONTRACTOR/SUPPLIER)<br>Check Applicable Box:<br><input type="checkbox"/> M/WBE | <div style="border-bottom: 1px solid black; margin-bottom: 5px;"></div> Date: _____, 20____.<br><br><div style="border-bottom: 1px solid black; margin-bottom: 5px;"></div> Subcontract #:<br><br><div style="border-bottom: 1px solid black; margin-bottom: 5px;"></div> Subcontract Value: \$<br><div style="border-bottom: 1px solid black; margin-bottom: 5px;"></div> Last Progress Payment: \$<br><div style="border-bottom: 1px solid black; margin-bottom: 5px;"></div> Date:<br><div style="border-bottom: 1px solid black; margin-bottom: 5px;"></div> Total Paid to Date: \$<br><div style="border-bottom: 1px solid black; margin-bottom: 5px;"></div> Date of Last Work: |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

The Undersigned hereby certifies that all costs, charges or expenses incurred by the undersigned or on behalf of the undersigned for any work, labor or services performed and for any materials, supplies or equipment provided on the above referenced Project or used in connection with the above referenced Subcontract (the "Work Effort") have been duly paid in full.

The Undersigned further certifies that each of the undersigned's subcontractors and suppliers that incurred or caused to be incurred, on their behalf, costs, charges or expenses in connection with the undersigned's Work Effort on the above referenced Project have been duly paid in full.

In consideration of \$\_\_\_\_\_ representing the Last Progress Payment referenced above and in further consideration of the Total Paid to Date, also referenced above, and other good and valuable consideration received and accepted by the undersigned this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, the Undersigned hereby releases and discharges the City and County of Denver (the "City"), the above referenced City Project, the City's premises and property and the above referenced Contractor from all claims, liens, rights, liabilities, demands and obligations, whether known or unknown, of every nature arising out of or in connection with the performance of the work effort.

As additional consideration for the payments referenced above, the undersigned agrees to defend, indemnify and save and hold harmless the City, its officers, employees, agents and assigns and the above-referenced Contractor from and against all costs, losses, damages, causes of action, judgments under the subcontract and expenses arising out of or in connection with any claim or claims against the City or the Contractor which arise out of the Undersigned's performance of the Work Effort and which may be asserted by the Undersigned or any of its suppliers or subcontractors of any tier or any of their representatives, officers, agents, or employees.

It is acknowledged that this release is for the benefit of and may be relied upon by the City and the referenced Contractor.

The foregoing shall not relieve the undersigned of any obligation under the provisions of the Undersigned's subcontract, as the subcontract may have been amended, which by their nature survive completion of the Undersigned's work effort including, without limitation, warranties, guarantees, insurance requirements and indemnities.

STATE OF COLORADO     ) ss.  
CITY OF \_\_\_\_\_)

\_\_\_\_\_  
(Name of Subcontractor)

Signed and sworn before me this  
day of \_\_\_\_\_, 20\_\_\_\_.

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

\_\_\_\_\_  
Notary Public/Commissioner of Oaths  
My Commission Expires

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



ATTACHMENT 11

**CITY AND COUNTY OF DENVER  
DEPARTMENT OF PUBLIC WORKS**

**On-Call Construction Services**

**WORK ORDER NO. \_\_\_\_\_  
FINAL RECEIPT  
(SAMPLE)**

Denver, Colorado \_\_\_\_\_, 20\_\_\_\_.

Received this date of the City and County of Denver, as full and final payment of the cost of the improvements provided for in the foregoing Work Order, \_\_\_\_\_ dollars and cents (\$ \_\_\_\_\_), in cash, being the remainder of the full amount accruing to the undersigned by virtue of said Work Order; said cash also covering and including full payment for the cost of all extra work and material furnished by the undersigned in the construction of said improvements, and all incidentals thereto, and the undersigned hereby releases said City and County of Denver from any and all claims or demands whatsoever, regardless of how denominated, growing out of said Work Order.

And these presents are to certify that all persons performing work upon or furnishing materials for said improvements under the foregoing Work Order have been paid in full.

**CONTRACTOR**

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

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

cc: Auditor  
City Attorney  
Contract Administration  
Project Managers  
DSBO  
Risk Management  
Budget and Management



## ATTACHMENT 12

### On-Call Construction Services Work Order Change Order #1

|                                |                             |
|--------------------------------|-----------------------------|
| Project Name:                  | Master Contract Alfresco #: |
| Project Manager:               | Contractor/Supplier:        |
| Work Order #:                  | Supplier #: SC-             |
| Alfresco # / Workday PO: / PO- | Supplier ID:                |
| Workday Project ID(s): PRJ-    |                             |

It is mutually agreed that when this work order change has been signed by the contracting and approving parties, the following described changes shall be executed by the Contractor without changing the terms of the Master On-Call Contract. The Contractor agrees to furnish all materials and labor and perform all work required to complete the work order change, as described below and within the attached change Proposal, in accordance with the requirements for similar work covered by the Contract:

Enter a brief description of the proposed work order change here. Attach a memo describing changes and a detailed Proposal outlining the changes from the Contractor. All text entered into this area should be formatted in font size 10 and Calibri font to match the entire document.

Accepted for Contractor By: \_\_\_\_\_ Title: \_\_\_\_\_ Date: \_\_\_\_\_  
Printed Name Signature

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                                               |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------|
| <b>WORK ORDER 0, CHANGE REQUEST 1 SUMMARY</b><br>Original Work Order: \$15,000.00<br>Original Work Order Duration: 60 Calendar Days<br>Original Work Order Completion Date: August 9, 2019<br>Scope Includes M/W/S/D/EBE Participation: Yes (M/WBE)<br><br>Previous Work Order Additions/Deductions: \$10,000.00<br><b>This Work Order Change (+/-): \$40,000.00</b><br><b>New Work Order Total (Do Not Exceed): \$65,000.00</b><br><br>Adjust the Work Order Completion By: 30 Calendar Days<br><b>New Work Order Completion Date: September 9, 2019</b> | <b>Approved by Executive Director of Public Works</b> Date    |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | <b>Approved by Director, Infrastructure Project Mgmt</b> Date |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | <b>Approved by Using Agency(s) – If Applicable</b> Date       |
| <b>MASTER ON-CALL CONTRACT SUMMARY</b><br>On-Call Contract Expiration Date: July 1, 2022<br>M/W/S/D/EBE On-Call Participation Commitment: 16% (M/WBE)<br><br>Total of All Work Orders Issued: \$850,000.00<br>Total Work Additions/Deductions (All Changes): \$50,000.00<br>This Work Order Change: \$40,000.00<br><b>Total of All Work Orders and Changes Issued: \$940,000.00</b><br><br>Maximum On-Call Contract Capacity: \$15,000,000.00<br><b>Remaining On-Call Contract Capacity: \$14,060,000.00</b>                                              | <b>Approved by Portfolio Manager</b> Date                     |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | <b>Approved by Project Manager</b> Date                       |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | <b>Approved by On-Call Contract Manager</b> Date              |

**NOTE: No person shall authorize or perform any of the above work changes until this work order change form has all signatures.**

Distribution: [prevailingwage@denvergov.org](mailto:prevailingwage@denvergov.org), [dsbo@denvergov.org](mailto:dsbo@denvergov.org), [PWContracts@denvergov.org](mailto:PWContracts@denvergov.org), Enter Applicable Accounting Team Email (as necessary), Project Manager's Email Address.

# ATTACHMENT 13

## WORK ORDER CHANGE PRICING REQUEST WORKSHEET GENERAL CONTRACTOR ON-CALL CONSTRUCTION SERVICES

INFRASTRUCTURE PROJECT MANAGEMENT

DEPARTMENT OF PUBLIC WORK | CITY & COUNTY OF DENVER | 201 W. COLFAX AVE. DENVER, CO 80202

CONTRACTOR NAME:

PROPOSAL NO.:

PROJECT NAME:

DATE:

SUB CONTRACTOR WORK ITEMS (Refer to Sub-Contractor Worksheets)

SUB CONTRACTOR - Labor + Materials + Equipment

Provide Subcontractor Worksheets for each subcontractor

**TOTALS**

|     |                                                                                      |    |   |
|-----|--------------------------------------------------------------------------------------|----|---|
| S1  |                                                                                      | \$ | - |
| S2  |                                                                                      | \$ | - |
| S3  |                                                                                      | \$ | - |
| S4  |                                                                                      | \$ | - |
| S5  |                                                                                      | \$ | - |
| S6  |                                                                                      | \$ | - |
| S7  |                                                                                      | \$ | - |
| S8  |                                                                                      | \$ | - |
| S9  |                                                                                      | \$ | - |
| S10 |                                                                                      | \$ | - |
| S11 |                                                                                      | \$ | - |
| S12 | <b>SUB-CONTRACTOR SUB TOTAL FOR LABOR + MATERIAL + EQUIPMENT</b>                     | \$ | - |
| S13 | <b>TOTAL OF SUB-CONTRACTOR O&amp;P + TAX + PERMIT + BOND (SC Worksheets Line 21)</b> |    |   |
| S14 | <b>TOTAL FOR SUB-CONTRACTORS (SC Worksheets Line 22)</b>                             |    |   |

GENERAL CONTRACTOR NON-UNIT PRICE WORK ITEMS (Refer to General Contractor Worksheets)

|      |                                                        | LABOR | MATERIAL | EQUIPMENT | TOTALS |
|------|--------------------------------------------------------|-------|----------|-----------|--------|
| G1   |                                                        | \$ -  | \$ -     | \$ -      | \$ -   |
| G2   |                                                        | \$ -  | \$ -     | \$ -      | \$ -   |
| G3   |                                                        | \$ -  | \$ -     | \$ -      | \$ -   |
| G4   |                                                        | \$ -  | \$ -     | \$ -      | \$ -   |
| G5   |                                                        | \$ -  | \$ -     | \$ -      | \$ -   |
| G6   |                                                        | \$ -  | \$ -     | \$ -      | \$ -   |
| G7   |                                                        | \$ -  | \$ -     | \$ -      | \$ -   |
| G8   |                                                        | \$ -  | \$ -     | \$ -      | \$ -   |
| G9   | <b>TOTAL (Lines G1 through G8)</b>                     | \$ -  | \$ -     | \$ -      | \$ -   |
| G10  | GC O&P @ 13% of Line G9                                |       |          |           | \$ -   |
| G11  | Sales Tax on Materials as of 01/01/19 @ 4.31%          |       | \$ -     |           | \$ -   |
| G11a | GC On-Site Reimbursable Costs                          |       |          |           | \$ -   |
| G12  | Permit Costs (At Cost)                                 |       |          |           | \$ -   |
| G13  | <b>GC SUB TOTAL (Sum of Lines G9 through G12)</b>      |       |          |           | \$ -   |
| G14  | <b>Sub-Contractor Total (Line S14)</b>                 |       |          |           |        |
| G15  | <b>GC Markup of Sub Contractors (7.0% of Line S12)</b> | \$ -  |          |           |        |
| G16  | <b>Subtotal (Sum of Lines G13, G14, &amp; G15)</b>     |       |          |           |        |
| G17  | Bond Costs (No greater than 2.5% of Line G16)          |       |          |           |        |
| G18  | <b>Total Proposal Request (Lines G16 + G17)</b>        |       |          |           |        |

**CONTRACTOR'S TOTAL PROPOSED COST**

TIME TO COMPLETE THE WORK IN THIS PROPOSAL REQUEST

CALENDAR DAYS

**CONTRACTOR'S SIGNATURE**

**DATE**

# GENERAL CONTRACTOR ON-SITE REIMBURSABLE WORKSHEET FOR WORK ORDER CHANGE PRICING REQUEST

## GENERAL CONTRACTOR ON-CALL CONSTRUCTION SERVICES

INFRASTRUCTURE PROJECT MANAGEMENT

DEPARTMENT OF PUBLIC WORK | CITY & COUNTY OF DENVER | 201 W. COLFAX AVE. DENVER, CO 80202

|                  |   |               |          |
|------------------|---|---------------|----------|
| CONTRACTOR NAME: | 0 | PROPOSAL NO.: | 0        |
| PROJECT NAME:    | 0 | DATE:         | 1/0/1900 |

|                   |  |
|-------------------|--|
| CONTRACTOR NAME : |  |
|-------------------|--|

|  |  |  |  |  |  |
|--|--|--|--|--|--|
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |

|    | LABOR                            | MATERIAL | EQUIP. | TOTALS |
|----|----------------------------------|----------|--------|--------|
| 1  | \$ -                             | \$ -     | \$ -   | \$ -   |
| 2  | \$ -                             | \$ -     | \$ -   | \$ -   |
| 3  | \$ -                             | \$ -     | \$ -   | \$ -   |
| 4  | \$ -                             | \$ -     | \$ -   | \$ -   |
| 5  | \$ -                             | \$ -     | \$ -   | \$ -   |
| 6  | \$ -                             | \$ -     | \$ -   | \$ -   |
| 7  | \$ -                             | \$ -     | \$ -   | \$ -   |
| 8  | \$ -                             | \$ -     | \$ -   | \$ -   |
| 9  | \$ -                             | \$ -     | \$ -   | \$ -   |
| 10 | \$ -                             | \$ -     | \$ -   | \$ -   |
| 11 | \$ -                             | \$ -     | \$ -   | \$ -   |
| 12 | \$ -                             | \$ -     | \$ -   | \$ -   |
| 13 | \$ -                             | \$ -     | \$ -   | \$ -   |
| 14 | \$ -                             | \$ -     | \$ -   | \$ -   |
| 15 | SUB TOTAL ( Lines 1 through 14 ) |          |        | \$ -   |

|                                  |  |  |    |   |
|----------------------------------|--|--|----|---|
| TOTAL ON-SITE REIMBURSABLE COSTS |  |  | \$ | - |
|----------------------------------|--|--|----|---|

|  |  |  |  |  |
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# GENERAL CONTRACTOR SELF PERFORM WORKSHEET FOR WORK ORDER CHANGE PRICING REQUEST

## GENERAL CONTRACTOR ON-CALL CONSTRUCTION SERVICES

INFRASTRUCTURE PROJECT MANAGEMENT

DEPARTMENT OF PUBLIC WORK | CITY & COUNTY OF DENVER | 201 W. COLFAX AVE. DENVER, CO 80202

|                  |   |               |          |
|------------------|---|---------------|----------|
| CONTRACTOR NAME: | 0 | PROPOSAL NO.: | 0        |
| PROJECT NAME:    | 0 | DATE:         | 1/0/1900 |

CONTRACTOR NAME :

|    |                                | LABOR | MATERIAL | EQUIP. | TOTALS |
|----|--------------------------------|-------|----------|--------|--------|
| 1  |                                | \$ -  | \$ -     | \$ -   | \$ -   |
| 2  |                                | \$ -  | \$ -     | \$ -   | \$ -   |
| 3  |                                | \$ -  | \$ -     | \$ -   | \$ -   |
| 4  |                                | \$ -  | \$ -     | \$ -   | \$ -   |
| 5  |                                | \$ -  | \$ -     | \$ -   | \$ -   |
| 6  |                                | \$ -  | \$ -     | \$ -   | \$ -   |
| 7  |                                | \$ -  | \$ -     | \$ -   | \$ -   |
| 8  |                                | \$ -  | \$ -     | \$ -   | \$ -   |
| 9  |                                | \$ -  | \$ -     | \$ -   | \$ -   |
| 10 |                                | \$ -  | \$ -     | \$ -   | \$ -   |
| 11 |                                | \$ -  | \$ -     | \$ -   | \$ -   |
| 12 |                                | \$ -  | \$ -     | \$ -   | \$ -   |
| 13 |                                | \$ -  | \$ -     | \$ -   | \$ -   |
| 14 |                                | \$ -  | \$ -     | \$ -   | \$ -   |
| 15 | SUB TOTAL (Lines 1 through 14) | \$ -  | \$ -     | \$ -   | \$ -   |

**TOTAL CONTRACTOR COSTS \$ -**

## GENERAL CONTRACTOR ON-CALL CONSTRUCTION SERVICES

DEPARTMENT OF PUBLIC WORK | CITY & COUNTY OF DENVER | 201 W. COLFAX AVE. DENVER, CO 80202

|                  |  |   |               |  |          |
|------------------|--|---|---------------|--|----------|
| CONTRACTOR NAME: |  | 0 | PROPOSAL NO.: |  | 0        |
| PROJECT NAME:    |  | 0 | DATE:         |  | 1/0/1900 |

|                       |  |  |  |   |  |  |  |
|-----------------------|--|--|--|---|--|--|--|
| SUB-CONTRACTOR NAME : |  |  |  | 0 |  |  |  |
|                       |  |  |  |   |  |  |  |
|                       |  |  |  |   |  |  |  |
|                       |  |  |  |   |  |  |  |

|    |                                                                      | LABOR | MATERIAL | EQUIPMENT | TOTALS |
|----|----------------------------------------------------------------------|-------|----------|-----------|--------|
| 1  |                                                                      | \$ -  | \$ -     | \$ -      | \$ -   |
| 2  |                                                                      | \$ -  | \$ -     | \$ -      | \$ -   |
| 3  |                                                                      | \$ -  | \$ -     | \$ -      | \$ -   |
| 4  |                                                                      | \$ -  | \$ -     | \$ -      | \$ -   |
| 5  |                                                                      | \$ -  | \$ -     | \$ -      | \$ -   |
| 6  |                                                                      | \$ -  | \$ -     | \$ -      | \$ -   |
| 7  |                                                                      | \$ -  | \$ -     | \$ -      | \$ -   |
| 8  |                                                                      | \$ -  | \$ -     | \$ -      | \$ -   |
| 9  |                                                                      | \$ -  | \$ -     | \$ -      | \$ -   |
| 10 |                                                                      | \$ -  | \$ -     | \$ -      | \$ -   |
| 12 |                                                                      | \$ -  | \$ -     | \$ -      | \$ -   |
| 13 |                                                                      | \$ -  | \$ -     | \$ -      | \$ -   |
| 14 |                                                                      | \$ -  | \$ -     | \$ -      | \$ -   |
| 15 | SUB TOTAL (Lines 1 through 14)                                       | \$ -  | \$ -     | \$ -      | \$ -   |
| 16 | Overhead & Profit @ 13% of line 15                                   |       |          |           | \$ -   |
| 17 | Sales Tax on Materials as of 01/01/19 @ 4.31%                        |       | \$ -     |           | \$ -   |
| 18 | Permit Costs (At Cost)                                               |       |          |           | \$ -   |
| 19 | SUB TOTAL ( Lines 15+16+17+18 )                                      |       |          |           | \$ -   |
| 20 | Bond Cost (Only if applicable and no greater than 1.5% of Line 19)   |       |          |           | \$ -   |
| 21 | SUB TOTAL O&P, TAX, PERMIT, AND BOND (Sum of Lines 16, 17, 18, & 20) |       | \$ -     |           |        |
| 22 | TOTAL SUB-CONTRACTOR COSTS (Line 19 + 20)                            |       |          |           | \$ -   |

[illegible]



# EXHIBIT G

Bond No. PB01185000060

## CITY AND COUNTY OF DENVER DEPARTMENT OF PUBLIC WORKS

### PERFORMANCE AND PAYMENT BOND

KNOW ALL MEN BY THESE PRESENTS, that we, the undersigned Halcyon Construction, Inc., 4627 West 20<sup>th</sup> Street Road, Suite B, Greeley, CO 80634, a corporation organized and existing under and by virtue of the laws of the State of Colorado, hereafter referred to as the "Contractor", and, Philadelphia Indemnity Insurance Company, a corporation organized and existing under and by virtue of the laws of the State of PA, and authorized to transact business in the State of Colorado, as Surety, are held and firmly bound unto the CITY AND COUNTY OF DENVER, a municipal corporation of the State of Colorado, hereinafter referred to as the "City", in the penal sum of **FIFTY THOUSAND DOLLARS AND NO/100 (\$50,000.00)**, lawful money of the United States of America, for the payment of which sum, well and truly to be made, we bind ourselves and our heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents;

#### THE CONDITION OF THE FOREGOING OBLIGATION IS SUCH THAT:

WHEREAS, the above bounden Contractor has entered into a written contract with the aforesaid City for furnishing all labor and tools, supplies, equipment, superintendence, materials and everything necessary for and required to do, perform and complete the construction of **CONTRACT NO. 201947348 2018 LARGE GENERAL CONTRACTOR CONSTRUCTION ON-CALL**, Denver, Colorado, and has bound itself to complete the project within the time or times specified or pay liquidated damages, all as designated, defined and described in the said Contract and Conditions thereof, and in accordance with the Plans and Technical Specifications therefore, a copy of said Contract being made a part hereof;

NOW, THEREFORE, if the said Contractor shall and will, in all particulars well and truly and faithfully observe, perform and abide by each and every Covenant, Condition and part of said Contract, and the Conditions, Technical Specifications, Plans, and other Contract Documents thereto attached, or by reference made a part thereof and any alterations in and additions thereto, according to the true intent and meaning in such case, then this obligation shall be and become null and void; otherwise, it shall remain in full force and effect;

PROVIDED FURTHER, that if the said Contractor shall satisfy all claims and demands incurred by the Contractor in the performance of said Contract, and shall fully indemnify and save harmless the City from all damages, claims, demands, expense and charge of every kind (including claims of patent infringement) arising from any act, omission, or neglect of said Contractor, its agents, or employees with relation to said work; and shall fully reimburse and repay to the City all costs, damages, and expenses which it may incur in making good any default based upon the failure of the Contractor to fulfill its obligation to furnish maintenance, repairs or replacements for the full guarantee period provided in the Contract Documents, then this obligation shall be null and void; otherwise it shall remain in full force and effect;

PROVIDED FURTHER, that if said Contractor shall at all times promptly make payments of all amounts lawfully due to all persons supplying or furnishing it or its subcontractors with labor and materials, rental machinery, tools or equipment used or performed in the prosecution of work provided for in the above Contract and that if the Contractor will indemnify and save harmless the City for the extent of any and all payments in connection with the carrying out of such Contract, then this obligation shall be null and void; otherwise it shall remain in full force and effect;

PROVIDED FURTHER, that if the said Contractor fails to duly pay for any labor, materials, team hire, sustenance, provisions, provender, gasoline, lubricating oils, fuel oils, grease, coal, or any other supplies or materials used or consumed by said Contractor or its subcontractors in performance of the work contracted to be done, or fails to pay any person who supplies rental machinery, tools or equipment, all amounts due as the result of the use of such machinery, tools or equipment in the prosecution of the work, the Surety will pay the same in any amount not exceeding the amount of this obligation, together with interest as provided by law;

PROVIDED FURTHER, that the said Surety, for value received, hereby stipulates and agrees that no change, extension of time, alteration or addition to the terms of the Contract, or to contracts with others in connection with this project, or the work to be performed thereunder, or the Technical Specifications and Plans accompanying the same, shall in any way affect its obligation on this bond and it does hereby waive notice of any change, extension of time, alteration or addition to the terms of the Contract, or contracts, or to the work, or to the Technical Specifications and Plans.

IN WITNESS WHEREOF, said Contractor and said Surety have executed these presents as of this

23<sup>rd</sup> day of January, 2019.

Attest:

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

Secretary

**Contractor** Halcyon Construction, Inc.

By: Bradley Schupp

**President**

**Surety** Philadelphia Indemnity Insurance Company

By: Kristen L. McCormick

**Attorney-In-Fact** Kristen L. McCormick

(Accompany this bond with Attorney-in-Fact's authority from the Surety to execute bond, certified to include the date of the bond).

APPROVED AS TO FORM:

Attorney for the City and County of  
Denver

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

**Assistant City Attorney**

APPROVED FOR THE CITY AND COUNTY  
OF DENVER

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

**MAYOR**

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

**EXEC. DIR. OF PUBLIC WORKS**

**PHILADELPHIA INDEMNITY INSURANCE COMPANY**

One Bala Plaza, Suite 100  
Bala Cynwyd, PA 19004-0950

**Power of Attorney**

KNOW ALL PERSONS BY THESE PRESENTS: That **PHILADELPHIA INDEMNITY INSURANCE COMPANY** (the Company), a corporation organized and existing under the laws of the Commonwealth of Pennsylvania, does hereby constitute and appoint Jennifer L. Clampert, Kristen L. McCormick, Michael Lischer, Jr., Nicole L. McCollam, Robert J. Reiter, Sarah Finn, Sheryll Shaw and Brandi J. Tetley of IMA, Inc., its true and lawful Attorney-in-fact with full authority to execute on its behalf bonds, undertakings, recognizances and other contracts of indemnity and writings obligatory in the nature thereof, issued in the course of its business and to bind the Company thereby, in an amount not to exceed \$50,000,000.

This Power of Attorney is granted and is signed and sealed by facsimile under and by the authority of the following Resolution adopted by the Board of Directors of PHILADELPHIA INDEMNITY INSURANCE COMPANY on the 14<sup>th</sup> of November, 2016.

**RESOLVED:** That the Board of Directors hereby authorizes the President or any Vice President of the Company: (1) Appoint Attorney(s) in Fact and authorize the Attorney(s) in Fact to execute on behalf of the Company bonds and undertakings, contracts of indemnity and other writings obligatory in the nature thereof and to attach the seal of the Company thereto; and (2) to remove, at any time, any such Attorney-in-Fact and revoke the authority given. And, be it

**FURTHER RESOLVED:** That the signatures of such officers and the seal of the Company may be affixed to any such Power of Attorney or certificate relating thereto by facsimile, and any such Power of Attorney so executed and certified by facsimile signatures and facsimile seal shall be valid and binding upon the Company in the future with respect to any bond or undertaking to which it is attached.

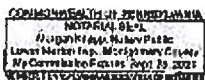
IN TESTIMONY WHEREOF, PHILADELPHIA INDEMNITY INSURANCE COMPANY HAS CAUSED THIS INSTRUMENT TO BE SIGNED AND ITS CORPORATE SEAL TO BE AFFIXED BY ITS AUTHORIZED OFFICE THIS 27<sup>TH</sup> DAY OF OCTOBER, 2017.

(Seal)



Robert D. O'Leary Jr., President & CEO  
Philadelphia Indemnity Insurance Company

On this 27<sup>th</sup> day of October, 2017, before me came the individual who executed the preceding instrument, to me personally known, and being by me duly sworn said that he is the therein described and authorized officer of the **PHILADELPHIA INDEMNITY INSURANCE COMPANY**; that the seal affixed to said instrument is the Corporate seal of said Company; that the said Corporate Seal and his signature were duly affixed.



(Notary Seal)

Notary Public:

residing at:

Bala Cynwyd, PA

My commission expires:

September 25, 2021

I, Edward Sayago, Corporate Secretary of PHILADELPHIA INDEMNITY INSURANCE COMPANY, do hereby certify that the foregoing resolution of the Board of Directors and the Power of Attorney issued pursuant thereto on the 27<sup>th</sup> day of October, 2017 are true and correct and are still in full force and effect. I do further certify that Robert D. O'Leary Jr., who executed the Power of Attorney as President, was on the date of execution of the attached Power of Attorney the duly elected President of PHILADELPHIA INDEMNITY INSURANCE COMPANY.

In Testimony Whereof I have subscribed my name and affixed the facsimile seal of each Company this 23<sup>rd</sup> day of January, 20 19.



Edward Sayago, Corporate Secretary  
PHILADELPHIA INDEMNITY INSURANCE COMPANY





PROTECTING ASSETS.  
MAKING A DIFFERENCE.

January 22, 2019

City and County of Denver  
Department of Public Works  
Engineering Division  
Attn: Assistant City Attorney  
201 West Colfax Avenue, Dept. 1207  
Denver, CO 80202

**RE: Halcyon Construction, Inc.  
Performance and Payment Bond Authorization**

Contract No.: 201947348  
Project Name: 2018 Large General Contractor Construction On-Call  
Contract Amount: \$50,000.00  
Performance and Payment Bond No.: PB01185000060

Dear Assistant City Attorney,

The Performance and Payment Bonds, Bond No. PB01185000060, covering the above captioned project were executed by this agency, through Philadelphia Indemnity Insurance Company, as surety, on January 22, 2019.

We hereby Authorize the City and County of Denver, Department of Public Works, to date all bonds and powers of attorney to coincide with the date of the contract.

If you should have any additional questions or concerns, please don't hesitate to give me a call at 303-615-7542.

Sincerely,

Kristen L. McCormick  
Surety Account Manager  
IMA, Inc.

## EXHIBIT H

# Halcyon Hourly Billing Rates

### Halcyon Hourly Billing Rates

|                                            |    |       |
|--------------------------------------------|----|-------|
| • General Contractor Project Manager -     | \$ | 88.00 |
| • General Contractor Superintendent -      | \$ | 69.00 |
| • On-Site General Contractor Supervision - | \$ | 49.00 |
| • Estimating/Pricing -                     | \$ | 65.00 |
| • Clerical Services -                      | \$ | 45.00 |
| • Financial Accounting Services -          | \$ | 70.00 |