

PROJECT SPECIFICATIONS  
FOR:  
2015 Asphalt PSP Program  
Project No. PW15024RDW & PW15051RDW



County of Jefferson, Missouri  
P.O. BOX 100  
HILLSBORO, MO 63050  
March 31, 2015

## REQUEST FOR BID

BID OF

Bidder Name: \_\_\_\_\_

Bidder Address: \_\_\_\_\_

For Providing Material and Service to Perform:

Pavement Surface Preservation (PSP) on Gravois (Schumacher) from End of County Maintenance to south of Schumacher and on Dillon Road from State Route 30 to Williams Creek Road in Jefferson County, Missouri

APPROVED FOR CONSTRUCTION

BY:

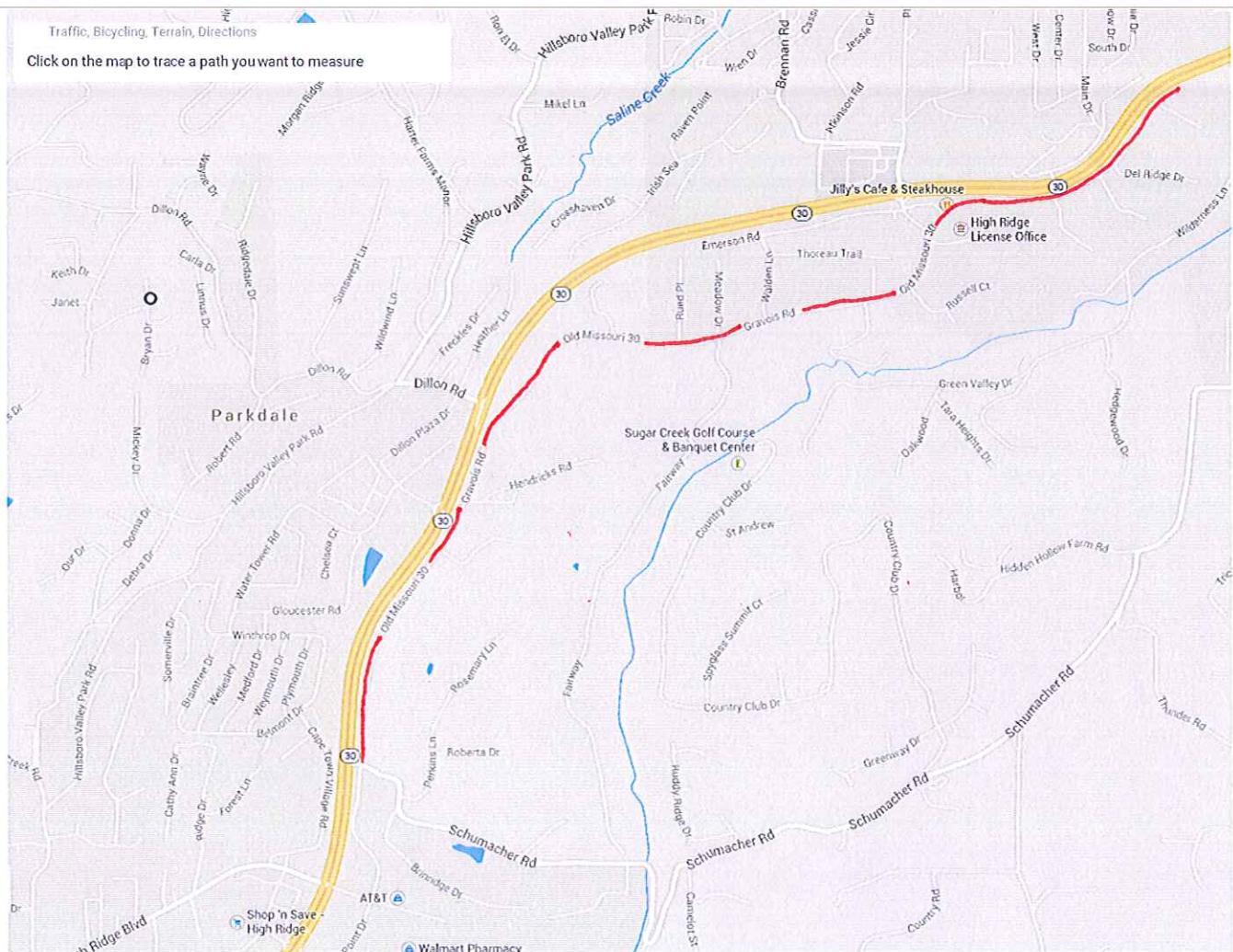
(County Engineer)

DATE: 2/3/2015



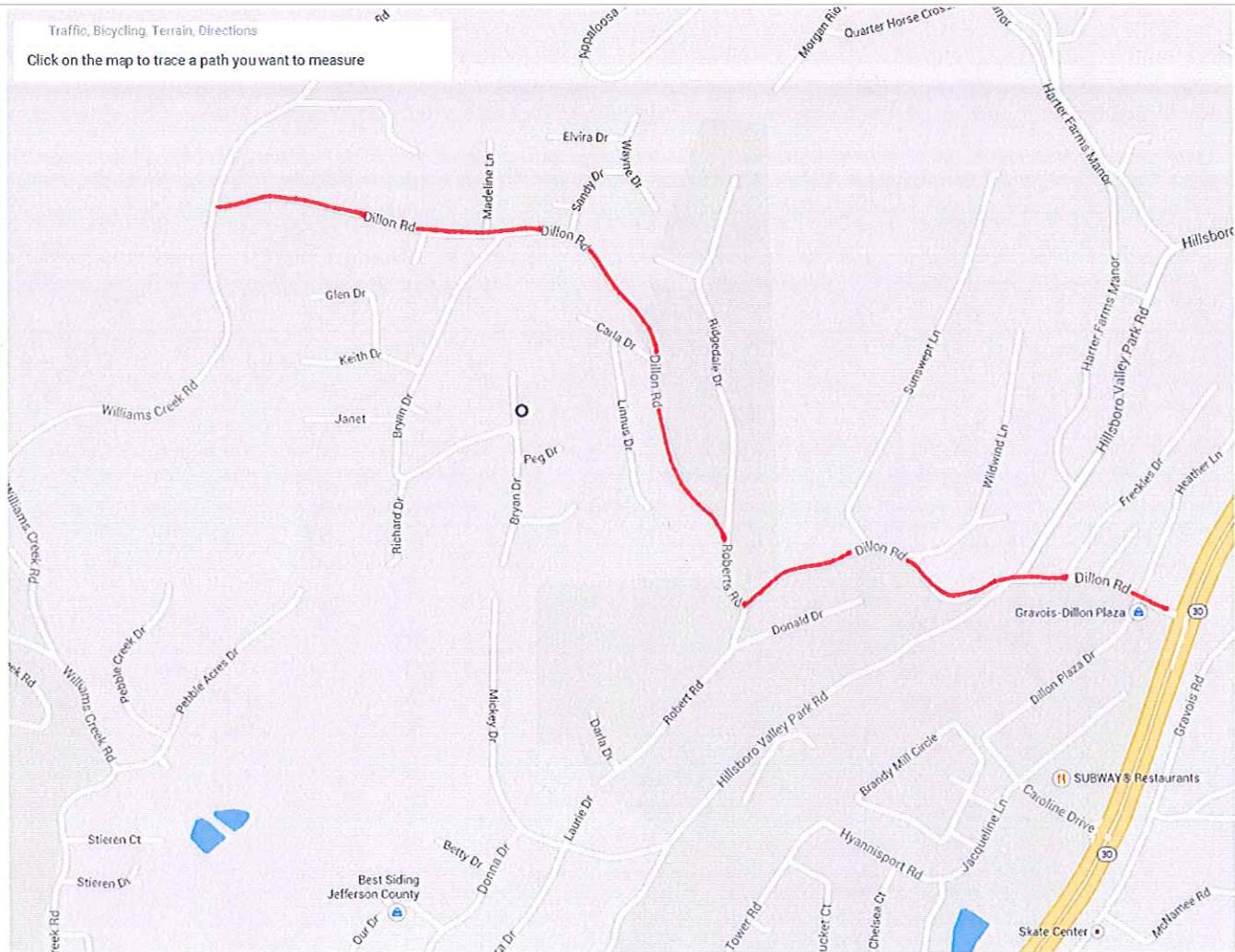
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Map data ©2015 Google 1000 ft



## BID NOTICE

Sealed bids for the 2015 Asphalt PSP Program, Project No. PW15024RDW and PW15051RDW, will be received at the office of The Department of the County Clerk, Jefferson County Administration Center, 729 Maple Street, Hillsboro, Missouri until 2:00 o'clock P.M. (CDST) on the 31<sup>st</sup> day of March, 2015, and at that time will be publicly opened and read. All bids shall be submitted in triplicate in an opaque sealed envelope, marked with the Project title, name and address of the Bidder, and accompanied by the other required documents. Bids submitted via fax or electronic will be rejected. Late Bids will not be accepted and will be returned to the sender, unopened.

The proposed work includes placing an ultrathin bonded asphalt wearing surface, Type C, on existing Gravois (Schumacher) from end of County maintenance to south of Schumacher (approximately 2.67 miles) and on Dillon Road from State Route 30 to Williams Creek Road (approximately 1.34 miles) in Jefferson County, Missouri. Crack and joint sealing, pavement repairs, coldmilling of the joints, providing entrance transitions, and construction signs are included in the contract.

Work shall be in accordance with these Specifications, and Job Special Provisions. Where not specifically covered by the Specifications, or Job Special Provisions, the Contractor shall adhere to the 2011 Edition of the "Missouri Standard Specifications for Highway Construction," and supplemental revisions.

Specifications for this work will be available, at no cost, as a downloadable file from the Jefferson County website (<http://www.jeffcomo.org/PublicWorksProjects.aspx?nodeID=Purchasing>), beginning March 9, 2015. The bidder will be responsible to check the County's website for addendum(s) regarding this project prior to bid opening. All potential bidders **must complete the "Plan Holder Contact Information" form** and submit this form to Public Works at [pwprojects@jeffcomo.org](mailto:pwprojects@jeffcomo.org) and request placement on the bidder's list in order to be considered for award.

All labor used in the construction of this public improvement shall be paid a wage no less than the prevailing hourly rate of wages of work of a similar character in this locality as established by the State of Missouri's "Annual Wage Order" that is currently effective 10 calendar days prior to bid opening.

The County of Jefferson, Missouri hereby notifies all bidders that it will affirmatively ensure that in any contract entered into pursuant to this advertisement, businesses owned and controlled by socially and economically disadvantaged individuals will be afforded full opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, religion, creed, sex, age, ancestry, or national origin in consideration for an award.

All bids shall be made on the forms provided. Bidders may submit unit prices for one or both roads. All bidders must be qualified and have the capacity to perform the work as stated in the project specifications for all contract items they submit prices for. The County of Jefferson, Missouri reserves the right to reject any or all bids, to waive any informality in the bids received, and to award individual road projects to the lowest, most capable bidder. Multiple contractors may be chosen to perform the work based on submitted costs and availability for each road. Individual roads will not be split between contractors. Approved contracts shall be honored for a period of one year from date of signed, executed contract.

Contractors and sub-contractors who sign a contract to work on public works projects must provide a 10-Hour OSHA construction safety program, or similar program approved by the Department of Labor and Industrial Relations, to be completed by their on-site employees within sixty (60) days of beginning work on the construction project.

Each bid must be accompanied by a certified check or satisfactory bid bond payable to Jefferson County, Missouri, in the amount of five percent (5%) of the total amount of bid as a guarantee that the successful bidder will enter into a contract and furnish the required bonds within fifteen (15) days after the award is made.

END BID NOTICE

## **BIDDER CHECKLIST**

### **FINAL CHECKLIST BEFORE SUBMITTING BID**

- 1. The Technical Specifications/Job Special Provisions are for the bidder's information only and is not to be returned with the bid.
- 2. If submitting the bid by mail, it is to be completed, executed, and submitted in a sealed envelope addressed to County of Jefferson, Missouri. **Provide the vendor name, vendor address, vendor number, county, route and federal project number on the outside of the envelope (if applicable).**
- 3. Please read all items in the bidding document carefully. For paper bids, complete all items in **ink** or by **typing** in the information.
- 4. Sign this bidding document properly. If submitted in the name of a firm or corporation, the legal name of the firm or corporation should appear in the space designated, and be signed for by one or more persons legally qualified to execute papers in the name of said firm or corporation. Affix Corporate Seal if the Bidder is a Corporation.
- 5. For paper bids submit the provided bid bond executed by bidder and surety, or attach cashier's check to the bid bond form.
- 6. For paper bids, staple addenda (if applicable) to the bid in the appropriate part of the bid. The letter accompanying the addenda should be stapled to the inside of the back cover of the bid and returned. The bidder should retain a duplicate copy.

Below is a list of common mistakes made by bidders leading to non-responsive bids. Please refer to the Standard Specifications for the appropriate procedures for completing and submitting a bid.

- a) Not signing the bid
- b) Not incorporating the addendum into the bidding documents, including attaching the letter to the bid
- c) Using a different bid bond form than the one provided
- d) Using pencil to fill out the bid
- e) Using white out to make corrections to the itemized bid sheets
- f) Not initialing changes made

All questions concerning the bid document preparation can be directed to the Jefferson County Public Works Department at 636-797-5340. Project specific questions can be directed to Jason Jonas at 636-797-5369 or [jjonas@jeffcomo.org](mailto:jjonas@jeffcomo.org)

**Special Needs:** If you have special needs addressed by the Americans with Disabilities Act, please notify Jefferson County Public Works Department, at 636-797-5340 or through Missouri Relay System, TDD 1-800-735-2966, at least five (5) working days prior to the bid opening.

# INSTRUCTIONS TO BIDDERS

## 1. DEFINED TERMS

1.1 Terms used in these Instructions to Bidders, which are defined in the General Conditions of this Construction Contract, that have the meanings assigned to them in the General Conditions. The term "Successful Bidder" means the lowest, qualified, responsible Bidder to whom the County (on the basis of the County evaluation as hereinafter provided) makes an award.

## 2. COPIES OF BIDDING DOCUMENTS

2.1 Complete sets of the Bidding Documents may be obtained from the County Engineer.

2.2 Complete sets of the Bidding Documents shall be used in preparing Bids; The County does not assume any responsibility for errors or misinterpretations resulting from the use of incomplete sets of Bidding Documents.

2.3 The County in making copies of Bidding Documents available on the above terms does so only for the purpose of obtaining Bids on the Work and do not confer a license or grant for any other use.

## 3. QUALIFICATIONS OF BIDDERS

3.1 To demonstrate qualifications to perform the Work, each Bidder must submit **with the bid** written evidence of previous experience and evidence of authority to conduct business in the jurisdiction where the Project is located. Each Bid must contain evidence of Bidder's qualification to do business in the state where the Project is located or covenant to obtain such qualification prior to award of the contract.

## 4. EXAMINATION OF CONTRACT DOCUMENTS AND SITE

4.1 Before submitting a Bid, each Bidder must (a) examine the Contract Documents thoroughly, (b) visit the site to familiarize himself with local conditions that may in any manner affect cost, progress or performance of the Work, (c) familiarize himself with federal, state and local laws, ordinances, rules and regulations that may in any manner affect cost, progress or performance of the Work; and (d) study and carefully correlate Bidder's observations with the Contract Documents.

4.2 Before submitting his Bid each Bidder will, at his own expense, make such investigations and tests as the Bidder may deem necessary to determine his Bid for performance of the Work in accordance with the time, price and other terms and conditions of the Contract Documents.

4.3 On request, the County will provide each Bidder access to the site to conduct such investigations and tests, as each Bidder deems necessary for submission of his Bid.

4.4 The lands upon which the Work is to be performed rights – of - way for access thereto and other lands designated for use by the Contractor in performing the work are identified in the General Conditions, General Requirements, Special Provisions or Drawings.

## 5. INTERPRETATIONS

5.1 All questions about the meaning or intent of the Contract Documents shall be submitted to the County Engineer. Replies will be issued by Addenda mailed or electronically delivered to all parties recorded by the County Engineer as having received the Bidding Documents. Oral and other interpretations or clarifications will be without legal effect.

## 6. CONTRACT TIME

6.1 The number of days within which, or the date by which, the Work is to be completed and the Bid price is to remain in effect is set forth in the Bid Form and will be included in the Agreement.

## 7. SUBSTITUTE MATERIALS AND EQUIPMENT

7.1 The Contract, if awarded, will be on the basis of material and equipment described in the Drawings or specified in the Specifications without consideration of possible substitute or "or-equal" items. Whenever it is indicated in the Drawings or specified in the Specifications that a substitute or "or-equal" item of material or equipment may be furnished or used by Contractor if acceptable to the County Engineer, application for such acceptance will not be considered by County Engineer until after the "effective date of the Agreement".

## 8. SUBCONTRACTORS, ETC.

8.1 No subcontract may be awarded by Contractor under this Contract to anyone without approval of the County. In order for such approval to be obtained the Contractor shall **submit with the bid the Name and Address** of the proposed subcontractor for verification. The proposed subcontractor must also submit, through the Contractor, the following documents in an acceptable form:

1. Copy of any subcontracts;
2. Certification by proposed subcontractor regarding equal employment opportunity;
3. Certification by proposed subcontractor concerning labor standards and prevailing wage requirements;
4. Any such other documents and evidence as the County may reasonably request to show that the subcontractor has fully complied with any reporting requirements to which it is or was subject.
5. Affidavit of Federal Employment Authorization to be completed and turned in by proposed subcontractors

6. Subcontractor shall have certificate of insurance with the same limits as the prime contractor listing Jefferson County Public Works as Additional Insured and as a certified holder. The endorsement is also required.
7. E-verify MOU in its entirety.

The documents by proposed subcontractors are not required to be attached to the Contractor's Bid.

## 9. BID FORM

9.1 The Bid Form is attached hereto; additional copies may be obtained from the County Engineer.

9.2 Bid Forms must be completed in ink or by typewriter or computer. The Bidder shall indicate, in figures, a unit price for each item on the form for each sub category. In case of discrepancy between the gross sum shown on the bid and that obtained by adding the products of the quantities of work and the unit prices, the bidder agrees that the unit prices shall govern, and any errors found in said products and gross sum may be corrected by the County.

9.3 Bids by corporations must be executed in the corporate name by the president or a vice-president (or other corporate officer accompanied by evidence of authority to sign) and the corporate seal must be affixed and attested by the secretary or an assistant secretary. The corporate address and state of incorporation shall be shown below the signature.

9.4 Bids by partnerships must be executed in the partnership name and signed by a partner, whose title must appear under the signature and the official address of the partnership must be shown below the signature.

9.5 All names must be typed or printed below the signature.

9.6 The Bid shall contain an acknowledgment of receipt of all Addenda (the numbers of which shall be filled in on the Bid Form).

9.7 The address to which communications regarding the Bid are to be directed must be shown.

## 10. BID SECURITY

10.1 Bid Security shall be made payable to the Owner, in the amount of five percent of the Bidder's maximum Bid price and in the form of a certified or bank check or a Bid Bond (on form attached, if a form is prescribed) issued by a Surety.

10.2 The Bid security of the Successful Bidder will be retained until such Bidder has executed the Agreement and furnished the required Contract Security within 15 days of the Notice of Award. Failure to do so may result in the annulment of the Notice of Award and forfeiture of the Bid Security. The Bid Security of any Bidder whom the Owner believes to have a reasonable chance of receiving the award may be retained by the Owner until the earlier of the seventh day after the "effective date of the Agreement" (which is the date

when the agreement has been executed by all parties) by Owner to Contractor and the required Contract Security is furnished or the sixty-first day after the Bid opening. Bid Security of other Bidders will be returned within seven days of the Bid opening.

## 11. SUBMISSION OF BIDS

11.1 **Bids shall be submitted, in triplicate**, at time and place indicated in the Invitation to Bid and shall be included in an opaque sealed envelope, marked with the Project title and name and address of the Bidder and accompanied by the other required documents. If the Bid is sent through the mail or other delivery system the sealed envelope shall be enclosed in a separate envelope with the notation "BID ENCLOSED" on the face thereof.

## 12. MODIFICATION AND WITHDRAWAL OF BIDS

12.1 Bids may be modified or withdrawn by an appropriate document duly executed (in the manner that a Bid must be executed) and delivered to the place where Bids are to be submitted at any time prior to the opening of Bids.

12.2 If, within twenty-four hours after Bids are opened, any Bidder files a duly signed written notice with the County and promptly thereafter demonstrates to the reasonable satisfaction of the County that there was a material and substantial mistake in the preparation of his Bid, that Bidder may withdraw his bid. Thereafter, that Bidder will be disqualified from further bidding on the Work.

## 13. OPENING OF BIDS

13.1 Bids will be opened publicly.

13.2 When Bids are opened publicly they will read aloud, and an abstract of the amounts of the base Bids and major alternates (if any) will be made available after the opening of Bids.

## 14. BIDS TO REMAIN OPEN

14.1 All Bids shall remain open for sixty days after the day of the Bid opening, but the County may at their sole discretion, release any Bid and return the Bid Security prior to that date.

## 15. BID SUBMITTAL REQUIREMENTS

15.1 Failure to submit the following required documents prior to the bid opening will make the bid non-responsive and not eligible for award consideration:

- Notice to Contractors
- Certification Regarding Anti-collusion
- Certification Regarding Use of Contract Funds for Lobbying
- Certification Regarding Debarment and Suspension
- Certification Regarding Affirmative Action and Equal Opportunity
- Bid Guaranty
- Acknowledgement of Addenda, if applicable

- Bid to be submitted in ink with proper signatures with no white out or initialed changes
- Balanced Bid
- Delinquent Taxes Affidavit or Proof of Payment
- Certificate of Insurance

## 16. AWARD OF CONTRACT

16.1 The County reserves the right to reject any and all bids, to waive any and all informalities, and the right to reject non-responsive bids with County Council concurrence.

16.2 In evaluating Bids, the County shall consider whether the Bid meets all requirements of the advertisement and proposal, and any alternates and all unit prices requested in the Bid forms are provided.

16.3 The County may consider the qualifications and experience of Subcontractors and other persons and organizations (including those who are to furnish the principal items of material or equipment) proposed for those portions of the work as to which the identity of Subcontractors and other persons and organizations must be submitted as provided. Operating costs, maintenance considerations, performance data and guarantees of materials and equipment may also be considered by the County.

16.4 The County may conduct such investigations as they deem necessary to assist in the evaluation of whether any Bid is responsive in accordance with the Contract Documents to the County's satisfaction within the prescribed time.

16.5 If the contract is to be awarded, the County will give the Successful Bidder a Notice of Award within sixty days after the date of the Bid opening.

## 17. LIQUIDATED DAMAGES

17.1 Provisions for liquidated damages, if any, are set forth in the agreement.

## 18. PERFORMANCE AND OTHER BONDS

18.1 Section 32 of the General Conditions set forth the County's requirements as to performance and other Bonds. When the Successful Bidder delivers the executed Agreement to the County it shall be accompanied by the required Contract Security.

## 19. SIGNING OF AGREEMENT

19.1 When the County gives a Notice of Award to the Successful Bidder, it will be accompanied by at least four unsigned counterparts of the Agreement and all other Contract Documents. Within fifteen days thereafter Contractor shall sign and deliver at least four counterparts of the Agreement to the County with all other Contract Documents attached. The County will return one executed Contract Agreement to the Contractor.

## 20. FAILURE TO EXECUTE AGREEMENT

20.1 Failure to execute the agreement and to file the acceptable contract bonds within 15 days after the unexecuted agreement has been mailed to the bidder shall be just cause for the cancellation of the award and the forfeiture of the bid guaranty. A bidder failing to file an acceptable bid or contract bond from an approved surety or failing to execute the agreement within the time provided, resulting in a cancellation of the award to that bidder, disqualifies that bidder, and any other firm having common ownership or control with that bidder, from performing any work on the County project or projects which are the subject of that bid, as a prime contractor, a subcontractor or a supplier.

#### END OF INSTRUCTIONS TO BIDDERS

# NOTICE TO CONTRACTORS

Sealed bids for the proposed work will be addressed and delivered to the office of The County Clerk, 729 Maple Street, Jefferson County Administration Center, Hillsboro, Missouri until 2:00 o'clock P.M. (CDST) on **March 31, 2015**, and at that time will be publicly opened. All bids shall be submitted in triplicate in an opaque sealed envelope, marked with the Project title, name and address of the Bidder, and accompanied by the other required documents. Bids submitted via fax or electronic will be rejected. Late Bids will not be accepted and will be returned to the sender, unopened.

**(1) PROPOSED WORK:** The proposed work, hereinafter called the work, includes placing an ultrathin bonded asphalt wearing surface, Type C, on existing Gravois (Schumacher) from end of County maintenance to south of Schumacher (approximately 2.67 miles) and on Dillon Road from State Route 30 to Williams Creek Road (approximately 1.34 miles) in Jefferson County, Missouri. Crack and joint sealing, pavement repairs, coldmilling of the joints, providing entrance transitions, and construction signs are included in the contract.s are included in the contract.

**(2) COMPLIANCE WITH CONTRACT PROVISIONS:** The bidder, having examined and being familiar with the local conditions affecting the work, and with the contract, contract documents, including the Missouri Highways and Transportation Commission's "Missouri Standard Specifications for Highway Construction, 2011," and "Missouri Standard Plans for Highway Construction, 2009" and Supplemental Revisions (if applicable), their revisions, and the request for bid, including appendices, the special provisions and plans, hereby proposes to furnish all labor, materials, equipment, services, etc., required for the performance and completion of the work. All references are to the Missouri Standard Specifications for Highway Construction, as revised, unless otherwise noted.

The following documents are available on the Missouri Department of Transportation web page at [www.modot.mo.gov](http://www.modot.mo.gov) under "Business with MoDOT" "Standards and Specifications". The effective version shall be determined by the letting date of the project.

General Provisions & Supplemental Specifications

Supplemental Plans to October 2009 Missouri Std. Plans  
For Highway Construction (if applicable)

These supplemental bidding documents contain all current revisions to the bound printed versions and have important legal consequences. It shall be conclusively presumed that they are in the bidder's possession, and they have been reviewed and used by the bidder in the preparation of any bid submitted on this project.

Please note that within the above-listed documents, the term "Commission" shall be replaced with the term, "County of Jefferson", and the term "Engineer" is a reference to the County Director of Public Works/Highway Engineer.

**(3) PERIOD OF PERFORMANCE:** If the bid is accepted, the bidder agrees that work shall be diligently prosecuted at such rate and in such manner as, in the judgment of the engineer, is necessary for the completion of the work within the time specified as follows in accordance with Sec 108:

Working Days: **30**

**(4) LIQUIDATED DAMAGES:** The bidder agrees that, should the bidder fail to complete the work in the time specified or such additional time as may be allowed by the engineer under the contract, the amount of liquidated damages to be recovered in accordance with Sec 108 shall be as follows:

Liquidated damages per day: **\$ 950**

**(5) BID GUARANTY:** The bidder shall submit a Bid Guaranty. The project bid bond form is included in the bid book. The bidder shall mark the box below to identify the type of Bid Guaranty.

- Paper Bid Bond
- Cashier's Check

**(6) CERTIFICATIONS:** By signing and submitting this bid, the bidder makes the certifications

appearing in Sec. 102.18.1 (regarding affirmative action and equal opportunity), Sec. 102.18.2 (regarding disbarment, eligibility, indictments, convictions, or civil judgments), Sec. 102.18.3 (regarding anti-collusion), and Sec. 102.18.4 (regarding lobbying activities). Any necessary documentation is to accompany the bid submission, as required by these sections. As provided in Sec. 108.13, the contracting authority may terminate the contract for acts of misconduct, which includes but is not limited to fraud, dishonesty, and material misrepresentation or omission of fact within the bid submission.

**(7) TAXES:** No bid or proposal shall be awarded by Jefferson County unless the prospective Bidder provides proof that the Bidder does not owe delinquent real or personal property taxes to Jefferson County. The prospective Bidder is required to provide proof in the form of an original paid tax receipt issued by the Jefferson County Collector or a verified affidavit stating that the applicant does not own any real or personal property in Jefferson County. Tax receipts for the past 3 years are required and may be obtained at <http://jeffersonmo.devnetwedge.com/> or a notarized affidavit stating that the applicant does not own any real or personal property in Jefferson County on company letterhead.

Section 135.040 of the Jefferson County Code of Ordinances (Ord. No. 10-0411) requires that no bid or proposal shall be awarded by Jefferson County unless the prospective Bidder provides proof that the Bidder does not owe delinquent real or personal property, or that the Bidder does not own any real or personal property in Jefferson County. All delinquent real or personal property taxes shall be paid, in-full, prior to the award of any bid, or proof shall be provided that the Bidder does not own any real or personal property in Jefferson County prior to the award of any bid. Jefferson County considers that the failure to pay any and all real or personal property taxes due Jefferson County, Missouri, the failure to report all real or personal property owned, held or used in Jefferson County, the failure to provide proof thereof, and/or the failure to keep said tax bills current shall be deemed a material breach of the contract and will subject the contract to immediate cancellation. All taxes, due and owing, must be paid in full at the time the bid is awarded by Jefferson County and remain paid during the entire term of the contract unless the prospective Bidder provides proof that the Bidder does not own real or personal property in Jefferson County. This requirement shall not apply to the award of bids for projects which are funded in whole or in part by Federal funds.

**(8) MISSOURI DOMESTIC PRODUCT PROCUREMENT ACT:** Bidder represents that the goods provided comply with Sections 34.350 to 34.359, RSMo, known as the Domestic Product Procurement Act. The Act encourages the purchase of products manufactured or produced in the United States, State of Missouri, and Jefferson County, Missouri. Bidder shall include proof of compliance with the Act with the bid when requested.

**(9) ANTIDISCRIMINATION:** The Contracting Authority hereby notifies all bidders that it will affirmatively insure that in any contract entered into pursuant to this advertisement, businesses owned and controlled by socially and economically disadvantaged individuals will be afforded full opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, religion, creed, sex, age, ancestry, or national origin in consideration for an award.

**(10) PREVAILING WAGE (STATE ONLY):** This contract requires payment of the prevailing hourly rate of wages for each craft or type of worker required to execute the contract as determined by the Missouri Department of Labor and Industrial Relations. The applicable State Wage Rates for this contract are detailed in the "Annual Wage Order" that is effective 10 calendar days prior to bid opening. These supplemental bidding documents have important legal consequences. It shall be conclusively presumed that they are in the bidder's possession, and they have been reviewed and used by the bidder in the preparation of any bid submitted on this project.

**(11) WORKER ELIGIBILITY REQUIREMENTS:** Execution of the construction contract for this project is dependent upon the awarded bidder providing an Affidavit of Compliance AND E-Verify Memorandum-of-Understanding (MOU) between the bidder and Department of Homeland Security to the Contracting Authority as required by section 285.530 RSMo. **The cover page and signature page of the E-Verify MOU and the Affidavit must be submitted with the bid.**

A sample Affidavit of Compliance can be found at the Missouri Attorney General's website at the following link:

[http://ago.mo.gov/forms/Affidavit\\_of\\_Compliance.pdf](http://ago.mo.gov/forms/Affidavit_of_Compliance.pdf)

All bidders must also be enrolled in the E-Verify Program, and include their MOU prior to contract execution. Bidders who are not enrolled will need to go to the following website link and select "Enroll in the Program" to get started. After completing the program, they will receive their E-Verify MOU with Department of Homeland Security. This document will need to be printed out and kept on file so that a copy can be attached to the Affidavit of Compliance.

[http://www.dhs.gov/files/programs/gc\\_1185221678150.shtml](http://www.dhs.gov/files/programs/gc_1185221678150.shtml)

This requirement also applies to subcontractors and contract labor, but this contract only requires submittal of the verification documents for the prime contractor. It is the prime contractor's responsibility to verify the worker eligibility of their subcontractors in order to protect their own company from liability as required by section 285.530 RSMo.

(12) **OSHA TEN HOUR TRAINING REQUIREMENTS:** Missouri Law, 292.675 RSMO, requires any awarded contractor and its subcontractor(s) to provide a ten-hour Occupational Safety and Health Administration (OSHA) Construction Safety Program (or a similar program approved by the Missouri Department of Labor and Industrial Relations as a qualified substitute) for their on-site employees (laborers, workmen, drivers, equipment operators, and craftsmen) who have not previously completed such a program and are directly engaged in actual construction of the improvement (or working at a nearby or adjacent facility used for construction of the improvement). The awarded contractor and its subcontractor(s) shall require all such employees to complete this ten-hour program, pursuant to 292.675 RSMO, unless they hold documentation on their prior completion of said program. Penalties, for Non-Compliance include contractor forfeiture to the Contracting Authority in the amount of \$2,500, plus \$100 per contractor and subcontractor employee for each calendar day such employee is employed beyond the elapsed time period for required program completion under 292.675 RSMO.

(13) **ADDENDUM ACKNOWLEDGEMENT:** The undersigned states that all addenda (if applicable) have been received, acknowledged and incorporated into their bid, prior to submittal. For paper bids, staple addenda to the bid in the appropriate part of the bid.

(14) **SIGNATURE AND IDENTITY OF BIDDER:** The undersigned states that the following provided information is correct and that (if not signing with the intention to bind themselves to become the responsible and sole bidder) they are the agent of, and they are signing and executing this, as the bid of

\_\_\_\_\_, which is the correct LEGAL NAME as stated on the contractor questionnaire (if applicable).

a) The organization submitting this bid is a(n) (1) individual bidder, (2) partnership, (3) joint venturer (whether individuals or corporations, and whether doing business under a fictitious name), or (4) corporation. Indicate by marking the appropriate box below.

sole individual

partnership

joint venture

corporation, incorporated under laws of state of \_\_\_\_\_.

b) If the bidder is doing business under a fictitious name, indicate below by filling in the fictitious name

\_\_\_\_\_

Executed by bidder this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_.

THE BIDDER CERTIFIES THAT THE BIDDER AND ITS OFFICIALS, AGENTS, AND EMPLOYEES HAVE NEITHER DIRECTLY NOR INDIRECTLY ENTERED INTO ANY AGREEMENT, PARTICIPATED IN ANY COLLUSION, OR OTHERWISE TAKEN ANY ACTION IN RESTRAINT OF FREE COMPETITIVE BIDDING IN CONNECTION WITH THIS BID, AND THAT THE BIDDER INTENDS TO PERFORM THE WORK WITH ITS OWN BONAFIDE EMPLOYEES AND SUBCONTRACTORS, AND DID NOT BID FOR THE BENEFIT OF ANOTHER CONTRACTOR.

THE BIDDER ACKNOWLEDGES THAT THIS IS AN UNSWORN DECLARATION, EXECUTED UNDER PENALTY OF PERJURY UNDER THE LAWS OF THE UNITED STATES AND/OR FALSE DECLARATION UNDER THE LAWS OF MISSOURI, AND ANY OTHER APPLICABLE STATE OR FEDERAL LAWS. THE FAILURE TO PROVIDE THIS CERTIFICATION IN THIS BID MAY MAKE THIS BID NON-RESPONSIVE, AND CAUSE IT TO BE REJECTED.

THE BIDDER CERTIFIES THAT THE BIDDER'S COMPANY KNOWINGLY EMPLOYS ONLY INDIVIDUALS WHO ARE AUTHORIZED TO WORK IN THE UNITED STATES IN ACCORDANCE WITH APPLICABLE FEDERAL AND STATE LAWS AND ALL PROVISIONS OF MISSOURI EXECUTIVE ORDER NO. 07-13 FOR CONTRACTS WITH THE CONTRACTING AUTHORITY.

Check this box ONLY if the bidder REFUSES to make any or all of these certifications. The bidder may provide an explanation for the refusal(s) with this submittal.

\_\_\_\_\_

Signature of Bidder's Owner, Officer, Partner or Authorized Agent

---

Please print or type name and title of person signing here

Attest:

---

Secretary of Corporation if Bidder is a Corporation

Affix Corporate Seal (If Bidder is a Corporation)

NOTE: If bidder is doing business under a fictitious name, the bid shall be executed in the legal name of the individual, partners, joint ventures, or corporation, and registration of fictitious name filed with the secretary of state, as required by sections 417.200 to 417.230 RSMo. If the bidder is a corporation not organized under the laws of Missouri, it shall procure a certificate of authority to do business in Missouri, as required by section 351.572 et seq RSMo. A certified copy of such registration of fictitious name or certificate of authority to do business in Missouri shall be filed with the Missouri Highways and Transportation Commission, as required by the standard specifications.

**(15) SUBCONTRACTOR DISCLOSURE:** Requirements contained within Sec 102.7.12 of the Missouri Standard Specification for Highway Construction shall be waived for this contract.

**(16) PROJECT AWARD:** This project will be awarded to the lowest, most capable bidder for each road sub category. The total of the unit costs does not represent a comparative number. Estimated final quantities will be used as multipliers to predict final cost. For the purpose of bid comparison, estimated final quantities will remain constant for all bidders regardless of varying product weights. Award will be determined by lowest final estimated cost, and may also include factors for bidder responsiveness, contractor capability, and performance abilities.

**(17) PRIME CONTRACTOR REQUIREMENTS:** The limitation in Sec 108.1.1 of the Missouri Standard Specifications for Highway Construction that "the contractor's organization shall perform work amounting to not less than 40 percent of the total contract cost" is waived for this contract. Instead, the less restrictive terms of the Federal Highway Administration's rule at Title 23 Code of Federal Regulations (CFR) § 635.116(a) shall apply, so that the contractor must perform project work with its own organization equal to and not less than 30 percent of the total original contract price. Second-tier subcontracting will not be permitted on this contract. All other provisions in Sec 108.1.1 et seq. of the Missouri Standard Specifications for Highway Construction shall remain in full force and effect, and shall continue to govern the contractor and its subcontractors, in accordance with the provisions of Title 23 CFR § 635.116.

**(18) SALES AND USE TAX EXEMPTION:** County of Jefferson, a tax exempt entity, will furnish a Missouri Project Exemption Certificate as described in Section 144.062 RSMo to the awarded contractor who in turn may use the certificate to purchase materials for a specific project performed for the tax exempt entity. Only the materials and supplies incorporated or consumed during the construction of the project are exempt. The certificate will be issued to the contractor for a specific project for a defined period of time.

**ITEMIZED BID:** The bidder should complete the following section in accordance with Sec 102.7. The bidder proposes to furnish all labor, materials, equipment, services, etc. required for the performance and completion of the work, as follows:

(Next Page)

## BID FORM

TO: JEFFERSON COUNTY, MISSOURI

BID FOR: 2015 ASPHALT PAVEMENT SURFACE PRESERVATION (PSP) PROGRAM  
PROJECT NO. PW15024RDW AND PW15051RDW

1. The undersigned BIDDER proposes and agrees, if this BID is accepted, to enter into an Agreement with the County in the form included in the Contract Documents to complete all Work as specified or indicated in the Contract Documents for the Contract Price and within the Contract Time indicated in this Bid and in accordance with the Contract Documents.
2. BIDDER accepts all of the terms and conditions of the Instructions to Bidders. This Bid will remain open for sixty days after the day of Bid opening. BIDDER will sign the Agreement and submit all documents required within fifteen (15) days after the COUNTY'S Notice of Award.
3. In submitting this Bid, BIDDER represents, as more fully set forth in the Agreement, that:
  - (a) BIDDER has examined the site and locality where the Work is to be performed, the legal requirements (federal, state and local laws, ordinances, rules and regulations) and the conditions affecting cost, progress or performance of the Work and has made such independent investigations as BIDDER deems necessary; and
  - (b) This Bid is genuine and not made in the interest of or on behalf on any undisclosed person, firm or corporation and is not submitted in conformity with any agreement or rules of any group, association, organization or corporation; BIDDER has not directly or indirectly induced or solicited any other Bidder to submit a false or sham Bid; BIDDER has not solicited or induced any person, firm or a corporation to refrain from bidding; and BIDDER has not sought by collusion to obtain for himself any advantage over any other Bidder or over the County.
4. Bidder will complete project for the following unit prices. It is understood that the quantities given for the following bid items are not guaranteed by the Jefferson County Public Works Department and are used solely for the purpose of comparing bids and awarding the contract, and may or may not represent the actual quantities encountered on the job: and that the sum of quantities listed below, multiplied by the unit price shall constitute the gross sum bid.

**2015 Asphalt PSP Program – PW15024RDW and PW15051RDW**

Road:	Gravois (Schumacher) - 2.67 Miles (PW15051RDW)	Working Days: 20 Days		
Item No.	Item Description	Unit	Quantity	Unit Price
4133200	Ultrathin Bonded Wearing Surface, Type C	Sq. Yd.	50410	_____
4135000	Bituminous Pavement Crack Sealing	Lin. Ft.	18500	_____
6161005	Construction Signs	Sq. Ft.	500	_____
6181000	Mobilization	L. S.	1	_____
6208065	Temporary Raised Pavement Marker, Type 2	Each	1540	_____
6224010	Modified Coldmilling (depth transitions)	Sq. Yd.	4270	_____

**NOTICE TO BIDDER** - Bidders must complete the above section in its entirety if bidding on this road.

Road:	Dillon Road - 1.34 Miles (PW15024RDW)	Working Days: 10 Days		
Item No.	Item Description	Unit	Quantity	Unit Price
4133200	Ultrathin Bonded Wearing Surface, Type C	Sq. Yd.	19043	_____
4135000	Bituminous Pavement Crack Sealing	Lin. Ft.	7000	_____
6161005	Construction Signs	Sq. Ft.	250	_____
6181000	Mobilization	L. S.	1	_____
6208065	Temporary Raised Pavement Marker, Type 2	Each	780	_____
6224010	Modified Coldmilling (depth transitions)	Sq. Yd.	810	_____

**NOTICE TO BIDDER** - Bidders must complete the above section in its entirety if bidding on this road.

Initials and Company Name: \_\_\_\_\_

5. BIDDER agrees that the work will be completed within the working days assigned for each roadway or the CONTRACTOR shall pay the COUNTY, not as a penalty but as **liquidated damages**, a sum equal to Nine Hundred – Fifty Dollars (**\$950.00**) for each working or calendar day (excluding Saturdays, Sundays and Legal Holidays) elapsing between the expiration of such time limit plus such extensions as may be necessary to cover contingencies beyond the CONTRACTOR'S control and the date of the full completion.

The County reserves the right to negotiate additional terms for the time of completion with the successful bidder.

**5.1 Acceptance of Provision for Asphalt Cement Price Index:** Bidder has the option to accept the provision for Asphalt Cement Price Index in accordance with the provisions of the Job Special Provisions, if applicable. The bidder must mark the box below if they choose to accept the provision. No price adjustments will be made, due to asphalt price changes, for bidders that do not accept this provision. This provision applies only to projects that have a quantity of asphalt wet ton mix pay items over 1000 tons.

Asphalt Cement

6. Communications concerning this Bid shall be addressed to the following:

Address: \_\_\_\_\_

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7. The terms used in this Bid which are defined in the General Conditions of the Construction Contract included as part of the Contract Documents have the meanings assigned to them in the General Conditions.

8. **CERTIFICATIONS FOR FEDERAL JOBS:** By signing and submitting this bid, the bidder makes the certifications appearing in Sec. 102.18.1 (regarding affirmative action and equal opportunity), Sec. 102.18.2 (regarding disbarment, eligibility, indictments, convictions, or civil judgments), Sec. 102.18.3 (regarding anti-collusion), and Sec. 102.18.4 (regarding lobbying activities). Any necessary documentation is to accompany the bid submission, as required by these sections. As provided in Sec. 108.13, the contracting authority may terminate the contract for acts of misconduct, which includes but is not limited to fraud, dishonesty, and material misrepresentation or omission of fact within the bid submission.

9. BIDDER has examined copies of all the Contract Documents and of the following addenda:

Date:

Number:

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(receipts of all of which is hereby acknowledged) and also copies of the Bid Notice and the Instructions to Bidders:

SUBMITTED on \_\_\_\_\_, 20\_\_\_\_

By \_\_\_\_\_  
(Corporation Name)

\_\_\_\_\_  
(State of incorporation)

By \_\_\_\_\_  
(Name of person authorized to sign) \_\_\_\_\_ (Signature and typed)

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

(Corporate Seal)

Attest \_\_\_\_\_  
(Secretary) \_\_\_\_\_ (Signature and typed)

Business address: \_\_\_\_\_

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

## BID BOND

Suitable bid security in the amount of:

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(\$\_\_\_\_\_) Dollars and equal to five (5%) percent as called for in the advertisement for bids which accompanies this proposal. This sum is to be forfeited to the County of Jefferson if the party or parties making the proposal fail to enter into a contract with the approved securities within fifteen (15) days after the Notice of Award has been made. The undersigned has examined the Plans and Specifications for the work to be done and has satisfied himself as to the work to be done and the conditions under which it must be carried out.

The Contractor shall commence work within three (3) days after the date of a written Notice to Proceed from the County and shall fully complete all work under this proposal within the scheduled time established by the Contract Documents. This proposal shall be equally binding to all heirs, administrators, executors, successors and assigns.

FIRM NAME \_\_\_\_\_

BY \_\_\_\_\_

TITLE \_\_\_\_\_

ATTEST \_\_\_\_\_

TITLE \_\_\_\_\_

ADDRESS \_\_\_\_\_

\_\_\_\_\_

TELEPHONE \_\_\_\_\_

## **BIDDER'S ACKNOWLEDGMENT**

(Complete and fill out all parts applicable, and strike out all parts not applicable)

STATE OF \_\_\_\_\_ )  
COUNTY OF \_\_\_\_\_ ) SS.

On this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_\_, before me appeared \_\_\_\_\_ to me personally known, who, being by me first duly sworn, did say that he executed the forgoing Proposal with full knowledge and understanding of all its terms and provisions and of the plans and specifications; that the correct legal name and address of the Bidder (including those of all partners or joint ventures) is fully and correctly set out above; that all statements made therein by or for the Bidder are true; and

(if a sole individual) acknowledged that he executed the same as his free act and deed.

(if a partnership or joint venture) acknowledged that he executed the same, with written authority from, and as the free act and deed of, all said partners or joint venturers.

(if a corporation) that he is the \_\_\_\_\_  
(President or other agent)

of \_\_\_\_\_; that the above Proposal was signed and sealed in behalf of said corporation by authority of its board of directors; and he acknowledged said proposal to be the free act and deed of said corporation.

Witness my hand and seal at \_\_\_\_\_,  
The day and year first above written.

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

My commission expires 20

## ANNUAL WORKER ELIGIBILITY VERIFICATION AFFIDAVIT

(for joint ventures, a separate affidavit is required for each business entity)

On the \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, before me appeared \_\_\_\_\_, personally known to me or proved to me on the basis of satisfactory evidence to be a person whose name is subscribed to this affidavit, who being by me duly sworn, stated as follows:

- I, the Affiant, am of sound mind, capable of making this affidavit, and personally certify the facts herein stated, as required by Section 285.530, RSMo, to enter into any contract agreement with the state to perform any job, task, employment, labor, personal services, or any other activity for which compensation is provided, expected, or due, including but not limited to all activities conducted by business entities.
- I, the Affiant, am the \_\_\_\_\_ of \_\_\_\_\_, and I am duly authorized, directed, and/or empowered to act officially and properly on behalf of this business entity.
- I, the Affiant, hereby affirm and warrant that the aforementioned business entity is enrolled in a federal work authorization program operated by the United States Department of Homeland Security, and the aforementioned business entity shall participate in said program to verify the employment eligibility of newly hired employees working in connection with any services contracted by the Jefferson County. I have attached documentation to this affidavit to evidence enrollment/participation by the aforementioned business entity in a federal work authorization program, as required by Section 285.530, RSMo.
- I, the Affiant, also hereby affirm and warrant that the aforementioned business entity does not and shall not knowingly employ, in connection with any services contracted by Jefferson County, any alien who does not have the legal right or authorization under federal law to work in the United States, as defined in 8 U.S.C. § 1324a(h)(3).
- I, the Affiant, am aware and recognize that, unless certain contract and affidavit conditions are satisfied pursuant to Section 285.530, RSMo, the aforementioned business entity may be held liable under Sections 285.525 though 285.550, RSMo, for subcontractors that knowingly employ or continue to employ any unauthorized alien to work within the state of Missouri.
- I, the Affiant, acknowledge that I am signing this affidavit as a free act and deed of the aforementioned business entity and not under duress.

### Affiant Signature

Subscribed and sworn to before me in \_\_\_\_\_, \_\_\_\_\_, the day and year first above-written.  
city (or county) state

## Notary Public

My commission expires:

*[documentation of enrollment/participation in a federal work authorization program attached]*

# AGREEMENT FORM

THIS AGREEMENT is dated as of \_\_\_\_\_, in the year \_\_\_\_\_ by and between JEFFERSON COUNTY, MISSOURI (hereinafter called OWNER OR COUNTY) and \_\_\_\_\_ (hereinafter called CONTRACTOR).

OWNER and CONTRACTOR, in consideration of the mutual covenants herein after set forth and in the amount of \_\_\_\_\_, agree as follows:

## ARTICLE 1. WORK

CONTRACTOR shall complete all work as specified or indicated in the Contract Documents for the **2015 Asphalt Pavement Surface Preservation (PSP) Program**. The work is generally described as follows:

The proposed work includes placing an ultrathin bonded asphalt wearing surface, Type C, on existing Gravois (Schumacher) from end of County maintenance to south of Schumacher (approximately 2.67 miles) and on Dillon Road from State Route 30 to Williams Creek Road (approximately 1.34 miles) in Jefferson County, Missouri. Crack and joint sealing, coldmilling of the joints, providing entrance transitions, temporary pavement marking tabs and construction signs are included in the contract.

## ARTICLE 2. ENGINEER

The County has designated the Director of Public Works, who is hereinafter called ENGINEER and who has the authority assigned to OWNER in the Contract Documents in connection with completion of the Work in accordance with the Contract Documents.

## ARTICLE 3. CONTRACT TIME

3.1 The work will be completed and ready for final payment in accordance with paragraph 23 of the General Conditions within the numbers of working days specified for each awarded road after the date when the Contract Time commences to run. Allowances will be made for weather conditions and other occurrences beyond the control of the CONTRACTOR. (See Job Special Provisions)

If the CONTRACTOR is unable to begin work as required, the ENGINEER shall be notified in writing. Unless the ENGINEER gives written approval for a delay in beginning the work, calendar days will begin to be counted for liquidated damages. The count will continue until the CONTRACTOR begins full operation. The count will resume when work is suspended, or full operation is not maintained.

3.2 Liquidated Damages. The Contractor agrees that should he fail to complete work in the time specified or such additional time as may be allowed by the Owner under this contract, the Contractor shall pay the County, not as a penalty but as **liquidated damages**, a sum equal to **Nine Hundred and Fifty Dollars (\$950.00)** for each working day (excluding

Saturdays, Sundays and Legal Holidays) elapsing between the expiration of such time limit plus such extensions as may be necessary to cover contingencies beyond the CONTRACTOR'S control and the date of the full completion.

#### ARTICLE 4. CONTRACT PRICE

4.1 Owner shall pay Contractor for performance of the work in accordance with the contract documents in current funds.

(Next Page)

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**2015 Asphalt PSP Program – PW15024RDW and PW15051RDW**

Road:	Gravois (Schumacher) - 2.67 Miles (PW15051RDW)	Working Days: 20 Days		
Item No.	Item Description	Unit	Quantity	Unit Price
4133200	Ultrathin Bonded Wearing Surface, Type C	Sq. Yd.	50410	_____
4135000	Bituminous Pavement Crack Sealing	Lin. Ft.	18500	_____
6161005	Construction Signs	Sq. Ft.	500	_____
6181000	Mobilization	L. S.	1	_____
6208065	Temporary Raised Pavement Marker, Type 2	Each	1540	_____
6224010	Modified Coldmilling (depth transitions)	Sq. Yd.	4270	_____

**NOTICE TO BIDDER** - Bidders must complete the above section in its entirety if bidding on this road.

Road:	Dillon Road - 1.34 Miles (PW15024RDW)	Working Days: 10 Days		
Item No.	Item Description	Unit	Quantity	Unit Price
4133200	Ultrathin Bonded Wearing Surface, Type C	Sq. Yd.	19043	_____
4135000	Bituminous Pavement Crack Sealing	Lin. Ft.	7000	_____
6161005	Construction Signs	Sq. Ft.	250	_____
6181000	Mobilization	L. S.	1	_____
6208065	Temporary Raised Pavement Marker, Type 2	Each	780	_____
6224010	Modified Coldmilling (depth transitions)	Sq. Yd.	810	_____

**NOTICE TO BIDDER** - Bidders must complete the above section in its entirety if bidding on this road.

Initials and Company Name:\_\_\_\_\_

## ARTICLE 5. PAYMENT PROCEDURES

Contractor shall submit Application for Payment in accordance with Paragraph 26 of the General Conditions. The Engineer as provided in the General Conditions will process application for Payment.

5.1 Progress Payment. Owner will make progress payments per the Contract Bid Price on the basis of the Contractor's Application of Payment as recommended by the Engineer, on or about the First day of each month during the construction as provided below. All progress payments will be on the basis of the Work measured on the job site according to unit of measurement as shown within the job special provisions or Missouri Standard Specifications.

5.1.1 The Owner may initiate withholding of retainage as provided by Section 109.9 of the Missouri Standard Specifications for Highway Construction. Release of any retained percentage shall be as provided by Section 109.9.

5.1.2 When the Contractor receives any payment from the Owner, the Contractor shall make prompt payment to subcontractors and suppliers as provided by Section 109.13 of the Missouri Standard Specifications for Highway Construction.

5.2 Final Payment. Upon final completion and acceptance of the Work in accordance with Paragraph 26 of the General Conditions, Owner shall pay the remainder of the Contract Price as recommended by the ENGINEER.

## ARTICLE 6. CONTRACTOR'S REPRESENTATIONS

In order to induce the County to enter into this Agreement CONTRACTOR makes the following representations:

6.1 CONTRACTOR has familiarized himself with the nature and extent of the Contract Documents, Work, locality, and with all local conditions and federal laws, state and local laws, ordinances, rules and regulations that in any manner may affect cost, progress or performance of the Work.

6.2 CONTRACTOR has studied carefully all reports of investigations and tests of subsurface and latent physical conditions at the site of otherwise affecting cost, progress or performance of the Work which were relied upon by the ENGINEER in the preparation of the Drawings and Specifications. When the information is available it will either be included in the bid documents or made available at the Jefferson County Public Works Department for the Contractor's review.

6.3 CONTRACTOR has made or caused to be made examinations, investigations and tests and studies of such reports and related data in addition to those referred to in Article 9 as he deems necessary for the performance of the Work at the Contract Price, within the Contract Time and in accordance with the other terms and conditions of the Contract documents; and no additional examinations, investigations, tests, reports or similar data will be required by CONTRACTOR for such purposes.

6.4 CONTRACTOR has correlated the results of all such observations, examinations, investigations, tests, reports and data with the terms and conditions of the Contract Documents.

6.5 CONTRACTOR has given ENGINEER written notice of all conflicts, errors or discrepancies that he has discovered in the Contract Documents and the written resolution thereof by ENGINEER is acceptable to CONTRACTOR.

## ARTICLE 7. CONTRACT DOCUMENTS

The Contract Documents which comprise the entire agreement between OWNER and CONTRACTOR are attached to this Agreement, made a part hereof and consists of the following:

- 7.1 This Agreement
- 7.2 Exhibits to this Agreement (if any)
- 7.3 Contract Performance and Payment and Materials Bonds, consisting of 3 pages.
- 7.4 Notice of Award
- 7.5 General Conditions (page 1 to 18, inclusive).
- 7.6 Specifications bearing the title PROJECT SPECIFICATIONS FOR 2015 Asphalt Pavement Surface Preservation (PSP) Program PW15024RDW & PW15051RDW and consisting of all pages as listed in the table of contents thereof.
- 7.7 Addenda numbers \_\_\_\_ to \_\_\_\_ , inclusive.
- 7.8 CONTRACTOR'S Bid and all attachments
- 7.9 Documentation submitted by CONTRACTOR prior to Notice of Award
- 7.10 Any Modification, including Change Orders, duly delivered after execution of agreement.

There are no Contract Documents other than those listed above in this Article 7. The Contract Documents may only be altered, amended or repealed by a Modification (as defined in Article 28 of the General Conditions).

## ARTICLE 8. MISCELLANEOUS

8.1 Terms used in this Agreement which are defined in Article 1 of the General Conditions shall have the meanings indicated in the General Conditions.

8.2 No assignment by a party hereto of any rights under or interests in the Contract Documents will be binding on another party hereto without the written consent of the party sought to be bound; and specifically but without limitation, moneys that may become due and moneys that are due may not be assigned without such consent (except to the extent that the effect of this restriction may be limited by law), and unless specifically stated to the contrary in any written consent to an assignment, no assignment will release or discharge the assignor from any duty or responsibility under the Contract Documents.

8.3 The County and CONTRACTOR each binds himself, his partners, successors, assigns and legal representatives to the other party hereto, his partners, successors, assigns and legal representatives in respect to all covenants, agreements and obligations contained in the Contract Documents.

#### ARTICLE 9. OTHER PROVISIONS

9.1 Access to records. In connection with this Contract the County shall have access to any books, documents, papers, and records of the CONTRACTOR, which are directly pertinent to this project for the purpose of making an audit, examination, excerpts, and transcriptions.

9.2 Applicable Laws and Regulations. The CONTRACTOR expressly agrees to comply with all applicable rules and regulations as set forth in the Contract Documents or as may be required by law, and further agrees to submit all certifications, notices, and affirmative action plans as may now or hereafter be required, and to place such conditions and provisions in any and all subcontracts as may be required.

9.3 Conflict of Interest. The CONTRACTOR covenants that he or she presently has not interest of any kind and shall not acquire any type of interest, direct or indirect, in the program or any property therein, which would conflict in any manner or degree with the performance of his or her services and obligation hereunder. The CONTRACTOR further covenants that in the performance of this contract, no person known to have any conflicting interest shall be knowingly employed in the performance of this Contract.

#### ARTICLE 10. VENUE

10.1 It is agreed by the parties that any action at law, suit in equity, or other judicial proceeding to enforce or construe this Agreement, or regarding its alleged breach, shall be instituted only in the Circuit Court of Jefferson County, Missouri.

IN WITNESS WHEREOF, the parties hereto have signed this agreement in quadruplicate. All portions of the Contract Documents have been signed or identified by OWNER and CONTRACTOR or by ENGINEER on their behalf.

FOR: JEFFERSON COUNTY, MISSOURI

BY: \_\_\_\_\_ Date: \_\_\_\_\_  
COUNTY EXECUTIVE

ATTEST: \_\_\_\_\_  
COUNTY CLERK \_\_\_\_\_ DEPUTY CLERK

FOR: \_\_\_\_\_

BY: \_\_\_\_\_ Date: \_\_\_\_\_  
CONTRACTOR

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

I hereby certify under section 50.660 RSMo there is either: (1) a balance of funds, otherwise unencumbered, to the credit of the appropriation to which the obligation contained herein is chargeable, and a cash balance otherwise unencumbered, in the treasury, to the credit of the funds from which payment is to be made, each sufficient to meet the obligation contained herein; or (2) bonds or taxes have been authorized by vote of the people and there is a sufficient unencumbered amount of the bonds yet to be sold or of the taxes levied and yet to be collected to meet the obligation in case there is not a sufficient unencumbered cash balance in the treasury.

\_\_\_\_\_ COUNTY AUDITOR

APPROVED AS TO FORM

\_\_\_\_\_ COUNTY COUNSELOR

# CONTRACT PERFORMANCE BOND

KNOW ALL MEN BY THESE PRESENTS, that we, the Undersigned \_\_\_\_\_

---

of  
(firm)

\*a (corporation) duly authorized by law to do business as a construction contractor in the (partnership)

State of \_\_\_\_\_ (hereinafter called the "Contractor"), and \_\_\_\_\_  
\_\_\_\_\_  
(hereinafter called the "Surety"), a corporation  
duly authorized to do a Surety business under the laws of the State of Missouri, are held  
firmly bound unto Jefferson County, (hereinafter called the "County"), in the penal sum  
of \_\_\_\_\_ Dollars (\$ \_\_\_\_\_), lawful money of the United States, for the  
payment of which to be made unto said County, we bind ourselves, our heirs, executors,  
administrators, successors and assigns, jointly and severally, firmly by these presents as  
follows:

The conditions of this obligation are such that, whereas on the \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, the said Principal entered into a written Agreement, which Agreement is hereby made a part hereof, with the said County for the construction of

NOW THEREFORE, if the said Principal shall faithfully and properly perform the foregoing Contract according to all the terms thereof, and shall, as soon as the work contemplated by said contract is completed, pay to the proper parties all amounts due for all labor and material required by this contract in the construction work, and all insurance premiums for both compensation and all other kinds of insurance on said work, and for all labor performed in such work whether by subcontractor or otherwise, then this obligation shall be void, otherwise it shall remain in full force and effect, and may be sued on for the

use and benefit by any person furnishing material or performing labor, either as an individual or as a subcontractor, for any contractor in the name of said County.

Every Surety on this bond shall be deemed held, any contract on the contrary notwithstanding, to consent without notice.

- a) To the extension of time to the Contractor in which to perform the contract.
- b) To changes in the plans, specifications, amount of work or contract.

IN TESTIMONY WHEREOF, the Parties hereunto have caused the execution hereof in \_\_\_\_\_ original counterparts as of the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

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

Attest:

\_\_\_\_\_ By \_\_\_\_\_

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

Attest:

\_\_\_\_\_ By \_\_\_\_\_

# PAYMENT AND MATERIALS BOND

KNOW ALL MEN BY THESE PRESENT, that we, \_\_\_\_\_  
Principal and Address

\_\_\_\_\_, as Principal, and \_\_\_\_\_,  
Surety and Address

as Surety, are held and firmly bond unto The County of Jefferson, Missouri, hereinafter called Obligee,  
in the amount of \$\_\_\_\_\_, for the payment of which we jointly and severally bind ourselves,  
our heirs, executors, administrators, successors, trustees, and assigns firmly by these presents.

WHEREAS, the Principal has entered into a contract with Obligee for

\_\_\_\_\_, and  
describe briefly

WHEREAS, the Obligee requires that the Principal enter into a surety bond satisfying the terms of  
Section 107.170 R.S.Mo.

NOW, THEREFORE, THE CONDITION OF THIS OBLIGATION is such, that if the Principal shall pay,  
or cause to be paid in full, the claims of all persons performing labor upon, or furnishing materials to  
be used in, or furnishing appliances, equipment or power contributing to such work under said  
contract, then this obligation shall be void; otherwise to remain in full force and effect. The total  
amount of surety's liability under this bond shall in no event exceed the amount hereof, and in no  
event shall the undertaking hereby be construed to impose liability on the surety beyond that  
required by the terms of Section 107.170 R.S.Mo.

Signed and sealed this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

PRINCIPAL

By \_\_\_\_\_

SURETY

By \_\_\_\_\_

(ACKNOWLEDGMENT FOR PRINCIPAL)  
(ACKNOWLEDGMENT AND POWER OF ATTORNEY FOR SURETY)

# GENERAL CONDITIONS

## 1. DEFINITIONS:

The following terms as used in these Contract Documents are respectively defined as follows:

- a) "Owner" A person, firm, corporation, municipality or Government agency, by which the Contract will be awarded. Where ever the Owner is specified, it shall also be construed to mean his authorized representative.
- b) "Consultant" The Engineering firm responsible for the preparation of construction plans.
- c) "Contractor" The person, firm, or corporation to whom the contract is awarded.
- d) "Subcontractor" A person, firm, or corporation, performing any part of the Contractor's obligations hereunder at the site of work excluding, however, the furnishing of standard materials, such as cement, lumber, and other materials not worked to a special design under the plans and specifications for the work.
- e) "Contract Documents" The agreement subscribed by the parties, the Invitation to Bidders, Information for Bidders, the Proposal, and the Plans and Specifications.
- f) "Work" The furnishing of all labor, materials, equipment and other incidentals necessary or convenient to the successful completion and carrying out of all duties and obligations of the Contractor under the Contract Documents.
- g) "Days" Except where otherwise specifically provided in the Contract Documents, calendar days including Sundays and Holidays.

## **2. NOTICE:**

Unless otherwise specified herein, any notice required under the Contract Documents shall be deemed given if deposited in the United States mail, first class postage prepaid.

Notice may also be given by hand delivery to the authorized representative.

## **3. INTENT OF THE CONTRACT DOCUMENTS:**

The intention of the Contract Documents is to include in the contract price the cost of all labor and materials, water, fuel, tools, plant, equipment, light, transportation and all other expense as may be necessary for the proper execution of the work.

In interpreting the Contract Documents, words describing materials of work which have a well-known technical or trade meaning, unless otherwise specifically defined in the Contract Documents, shall be construed in accordance with such well-known meaning recognized by architects, engineers and the trade.

The work shall be executed in strict conformity with the plans and specifications.

The Contract Documents are complimentary and what is called for by any one shall be as binding as if called for by all. Anything stated in the specifications and not shown in the drawings, or shown in the drawings and not stated in the specifications, shall be of like effect as if shown or stated in both.

## **4. PLANS:**

Unless otherwise provided in the Contract Documents, the Owner will furnish the Contractor free of charge, one full size set of reproducible prints, one full size set of printed plans, one half size set of printed plans and one set of unbound specifications. The Contractor will be responsible for reproducing the plans necessary to carry out all the work. In addition to the prints and printed plans and specifications noted above, the Contractor may have all remaining sets of plan used for bidding purposes excluding those for use by County personnel.

In case of discrepancy in the plans, the matter shall be immediately submitted to the Consultant or Owner without whose decision said discrepancy shall not be adjusted by the Contractor, save only at his own risk and expense.

## **5. SUPERVISION AND PERSONNEL:**

The Contractor shall have at the work site at all times a job supervisor. That individual shall be capable of reading and understanding the project plans and specifications, have authority to order materials and equipment, and have authority to execute work as directed by the Owner. The Contractor shall provide the name and phone numbers of the person appointed as job supervisor prior to issuance of notice to proceed.

All workers shall have sufficient skill and experience to properly perform the work assigned to them. The owner may demand the dismissal of any person employed by the contractor in, about or upon the work who engages in misconduct, is incompetent or negligent in the due and proper

performance of assigned duties, or who neglects or refuses to comply with any proper directions given. Such person shall not again be employed thereon without the written consent of the owner. Should the contractor continue to employ or re-employ any such person, the owner may suspend the work until the contractor complies with such orders.

## **6. COMPLIANCE WITH LAWS:**

The Contractor shall comply with all laws, ordinances, rules and regulations bearing in the conduct of the work and shall obtain at his expense all permits and licenses necessary for the prosecution of the work.

The Contractor shall be responsible for the payment of all Federal, State, municipal or local taxes, including but not limited to sales and use taxes, applicable to the performance of the contract and shall indemnify and hold harmless the Owner from the consequences of his failure to pay such taxes.

A sales tax exemption for construction materials is allowed by RSMo Section 144.062 RSMo, which applies to contractors for the County. Jefferson County will issue an exemption certificate to the contractors, subcontractors and suppliers for the purchase of materials used in construction.

## **7. USE OF JOB SITE:**

The Contractor shall confine his equipment, apparatus, the storage of materials and operations of his workmen to limits indicated by law, ordinance, permits, easements or plans and shall not encumber the premises with his materials.

The Contractor shall not load or permit any part of any structure to be loaded to the extent that its safety may be endangered.

## **8. SANITARY PROVISIONS:**

The Contractor shall provide and maintain in a neat, sanitary condition such accommodations for the use of his employees as may be necessary to comply with the sanitary requirements of law or ordinance.

## **9. SURVEYS:**

The Contractor shall provide all surveys necessary to the performance of his work. All work shall be done to the lines, grades and elevations shown on the plans. Any work done without being properly located may be ordered removed and replaced at the Contractor's expense.

The Owner or Consultant may, in his sole discretion, check from time to time the reference marks, lines, grades and measurements established by the Contractor but his exercise or failure to exercise such right shall not relieve the Contractor of his obligation under the preceding paragraph.

## **10. CONDITIONS AT THE SITE:**

The Contractor shall make such investigations of conditions above or below the surface of the ground, as he may deem necessary for the proper and timely performance of his work, including but not limited to the making of borings. No oral representations by any persons respecting such conditions shall in any manner be binding upon the Owner or the Consultant.

The Owner may have, for its own use, made borings at or near the site of the work. The boring data, if collected, will be made available to the Contractor, for his own convenience, if he desires to examine it.

Any interpretations or conclusions drawn by the Contractor from such data shall be his own and the Owner makes no representation or guaranty concerning the accuracy or completeness of such data.

## **11. UTILITIES AND OTHER OBSTRUCTIONS:**

It shall be the sole responsibility of the Contractor in the performance of the contract to locate and avoid all utilities, other structures and obstructions whether located below or above the surface of the ground. For that purpose he shall employ all necessary precautions and methods to prevent damage to utilities, other structures and obstructions. In the event such damage does occur, the Contractor shall be solely liable therefore and he shall notify the affected utility and Owner immediately, make or have made all necessary repairs and bear the expense thereof and all damage caused thereby.

If the Contractor finds he cannot safely work at a location designated in the plans and specifications, either because of utilities, other structures or obstructions that may be damaged, he shall notify the Owner immediately.

Certain information relating to piping and underground utilities and structures, such as gas mains, water mains, and electric duct lines, has been gathered by the Consultant for its purposes and has been shown on the plans for the convenience of the Contractor and for such use as he may, at his own risk, desire to make of it. Any interpretations or conclusions drawn by the Contractor from such data on the plans shall be his own and the Owner and the Consultant makes no representations or guaranty concerning the accuracy or completeness of such data.

## **12. STRUCTURES ENCOUNTERED AND PROTECTION OF LIFE AND PROPERTY:**

The Contractor shall, at his own expense, support and protect all buildings, bridges, conduits, wires, water pipes, sewers, pavements, curbing, sidewalks, equipment and fixtures of all kinds and all other public or private property that may be encountered or endangered in the execution of the work herein contemplated. He shall replace, repair or to otherwise make good any damage caused to any such property to the satisfaction of the Owner thereof.

In the event the Contractor does not perform his obligations under the preceding paragraph, the Owner reserves the right at its election to make good any damage to public or private property caused by the work of the Contractor and the cost thereof shall be borne by the Contractor.

In the event the Contractor refuses or fails to pay bills therefore upon presentation, the Owner may pursue any remedies available to it or may deduct the amount thereof from any money that may be due the Contractor hereunder from time to time.

Throughout the performance of the work, the Contractor shall construct and adequately maintain suitable and safe crossings over the trenches, and such detours as are necessary to care for the public and private traffic. The material excavated from trenches shall be deposited in such manner as shall give as little inconvenience as possible to the traveling public, to adjoining property owners, to other contractors or to the Owner.

The Contractor at his own expense shall provide the necessary watchmen and sufficient warning lights and barricades and take such other precautions as are necessary to protect life and property.

The Contractor shall provide watchmen or additional watchmen at any point where they may be requested by the proper official of any municipality or governmental body affected.

Nothing in this section shall be construed as requiring the Contractor to provide a road patrol.

#### **13. PROTECTION OF WORK:**

The Contractor shall provide proper facilities, take all necessary precautions and assume the entire cost for protecting the work against adverse weather conditions and for handling all storm and flood water, sewage, seepage, ice or snow that may be encountered during the performance of the contract and the manner for providing for such contingencies and for carrying on the work in freezing weather shall meet with the approval of the Owner. If the Contractor shall fail to provide such protection or in the event of emergencies, the Owner may provide such protection at the Contractor's expense.

The contractor assumes all risk of damage to or destruction of the work covered by this contract until the work is completed and accepted by the Owner and shall repair or replace at his expense any work damaged or destroyed prior to such completion and acceptance regardless of cause.

#### **14. ACCIDENT PREVENTION:**

Precaution shall be exercised at all times for the protection of persons (including employees) and property. The safety provisions of applicable laws and building and construction codes shall be observed.

#### **15. BLASTING:**

The Contractor shall comply with all Federal, State, County and municipal laws, rules and regulations applicable to the transportation, storage or use of explosives.

The Contractor shall assume all responsibility for any injury or damage that may be done during the transportation, storage or use of any explosives.

#### **16. OTHER CONTRACTS:**

The Owner may award other contracts for additional work, and the Contractor shall fully cooperate with such other contractors, and carefully schedule and fit his own work to that work provided under the other contract. The Contractor shall not commit or permit any act, which will interfere with the performance of work by any other contractor.

**17. CUTTING AND PATCHING:**

The Contractor shall do all cutting, fitting, or patching of his work that may be required to make its several parts connect with the work of other contractors shown upon, or reasonably implied by the plans and specifications.

The Contractor shall not endanger any work by cutting, digging, or otherwise, and shall not cut or alter the work of any other contractor.

**18. CLEANING UP:**

The Contractor shall at all times keep the premises free from accumulation of waste material of rubbish and at the completion of the work shall remove from and about the site all his rubbish, tools, equipment, scaffolding and surplus materials and shall leave his work clean and ready for use.

**19. SURVEILLANCE:**

The Contractor shall provide safe, sufficient and proper facilities at all times for the surveillance of work by the Consultant, the Owner, the Missouri Department of Transportation, the Federal Highway Administration, or any other governmental agency, it being agreed that these agencies have the right of entry.

The Contractor shall within 24 hours after receiving written notice from the Owner proceed to remove all materials rejected by the Owner, whether worked or unworked, and take down all portions of the work, which shall be considered as unsound or improper, or in any way failing to conform to the plans and specifications.

Should it be considered necessary or advisable by the Owner at any time before acceptance of the entire work to make an examination of work already completed by removing or tearing out same, the Contractor shall, on written request, promptly furnish all necessary facilities, labor, and material for that purpose. If such work is found to be defective or nonconforming in any material respect, due to the fault of the Contractor or his subcontractors, he shall defray all the expenses of such examination and of satisfactory reconstruction. If, however, such work is found to meet the requirements of the contract, an equitable adjustment shall be made in the contract price to compensate the Contractor for the additional services involved in such examination and reconstruction and, if completion of the work has been delayed thereby, he shall, in addition, be granted a suitable extension of time.

Unless otherwise provided in this contract, acceptance by the Owner shall be made as promptly as practicable after completion of all work required by this contract. Acceptance shall be final and conclusive except as regards latent defects, fraud, or gross mistakes as may amount to fraud, or as regards the Owner's rights under any warranty or guarantee.

## **20. MATERIALS AND WORKMANSHIP:**

Unless otherwise stipulated in the specifications, all workmanship, equipment, materials and articles incorporated in the work covered by this contract are to be new and of the best grade of their respective kinds for the purpose. When required by the plans and specifications, the Contractor shall furnish the Owner or Consultant, for approval, certified copies of test results made of the materials or articles, which he contemplates incorporating in the work. Samples of materials shall be submitted for approval when so directed. Machinery, equipment, materials and articles installed or used without such approval shall be at the risk of subsequent rejection.

If not otherwise provided, material or work called for in this contract shall be furnished and performed in accordance with established practice and standards recognized by architects, engineers and the trade.

## **21. "OR EQUAL CLAUSE":**

Whenever, in these specifications or in any of the Contract Documents, any article, appliance, device or material is designated by a manufacturer's or vendor's or proprietary or trade name and such words are not followed by the condition "or equal", it shall be deemed that the words "or equal" do follow such designation unless the text clearly requires a contrary interpretation. Any article or material equaling the standards fixed may be used in place of that specifically mentioned by the specifications, provided that the material proposed is first submitted to and approved by the Owner or Consultant.

If by reason of the unavailability of material or equipment, a substitute item of material or equipment is approved by the Owner or Consultant, the Owner shall receive the benefit of any economy resulting from the substitution.

## **22. SCHEDULE AND PROGRESS REPORTS:**

The Contractor shall, within 15 calendar days after date of notice to proceed, submit to the Owner five copies of a diagram covering operations in the work for the County's review and approval subject to update. The diagram will be used as a basis for review of monthly progress reports until the project is completed. At the request of the Owner, the diagram may be updated to demonstrate actual progress.

## **23. TIME OF COMPLETION AND LIQUIDATED DAMAGES:**

The parties recognize that time is of the essence of this contract and, after the Contractor receives notice to proceed from the Owner, the work to be performed hereunder shall be commenced and shall be completed within the respective number of days specified in the proposal.

If the Contractor fails to complete the work within the time specified, or any extension thereof granted hereunder, the Contractor should pay the Owner the sum specified in the Contract for each calendar day (excluding Saturdays, Sundays, and Legal Holidays) the Contractor is in default. It is agreed that said daily sum is to be paid, not as a penalty, but as compensation to the Owner as liquidated damages for loss which the Owner will suffer because of such default through increased administrative and engineering costs and other tangible and intangible costs.

Such damages may be at the Owner's option, be deducted from any monies held by it which are payable to the Contractor.

The completion of the work included under this Contract is defined for purposes of determining liquidated damages, as that time when all of the structures and appurtenances have been completed and tested and are, in the opinion of the Owner, ready for continuous permanent use and occupancy for the purposes intended, which includes all grading, cleaning up, or other minor work which is required to provide a completed project in accordance with the plans and specifications. The date shall be the date of a letter from the Owner to the Contractor indicating substantial completion or final acceptance.

#### **24. EXTENSION OF TIME:**

The Contractor shall not be entitled to any extension of time for completion of the work as herein above specified unless the Contractor, within 10 days from the beginning of any delay, notifies the Owner in writing of such delay and the cause thereof and the Owner shall determine:

- a. That such delay arises from unforeseeable causes beyond the control and without the fault or negligence of the Contractor, including but not restricted to, acts of God, acts of public enemy, acts of Government in either its sovereign or contractual capacity, acts of another contractor in the performance of a contract with the Owner, fires, floods, epidemics, quarantine restrictions, strikes, freight embargoes, unusually severe weather, or delays of subcontractors arising from such unforeseeable causes beyond the control and without the fault or negligence of both the Contractor and such subcontractors; and
- b. That the Contractor cannot complete the work within the time specified solely by reason of such causes.

The Owner shall make a determination as soon as practicable after the Contractor's notice is received and shall decide the amount of additional time, if any, for completion of the work which conditions justify. Any time extensions will require approval of the Missouri Highway and Transportation Department and the Federal Highway Administration, as well as the Owner.

#### **25. FORFEITURE OF CONTRACT:**

Should the Contractor at any time refuse, neglect or fail to supply a sufficient number of properly skilled workmen or sufficient equipment or materials of the proper quality, or execute the work with diligence and in accordance with approved schedules, or fail in the performance of any of the covenants herein contained, the Owner may, after three days written notice to the Contractor and his bonding company, provide any such labor, equipment or materials and deduct the cost thereof from any money then due or thereafter to become due to the Contractor under this contract.

Alternatively, the Owner, may after ten days written notice to the Contractor and his bonding company, terminate the employment of the Contractor for said works and enter upon the premises and take possession of all materials, tools and equipment thereon and finish or contract with others to finish the work. The Owner and such others may use such materials, tools and equipment to finish the work. The Contractor shall not be entitled to rental or other compensation for the use of his construction tools and equipment, but shall only be entitled to the return thereof in the condition existing when possession was taken, ordinary wear and tear excepted. In case

of such discontinuance of the employment of the Contractor, the Contractor shall not be entitled to receive any further payment under this Contract until the said work shall be wholly finished, at which time, if the unpaid balance of the amount to be paid under this contract shall exceed the expenses incurred by the Owner to the Contractor, but if such expenses shall exceed such unpaid balance, the Contractor shall pay the difference from money then due or thereafter to become due to the Contractor under this contact. The expense incurred by the Owner as here provided for finishing the work and its cost incurred through such default shall be certified by the Consultant, whose certificate thereof shall be conclusive and binding upon the parties. The remedies of the Owner under this Article are exclusive of and in addition to any other contained in this contract, the Contractor's bonds, or provided by law.

## **26. PAYMENTS:**

The Contractor shall receive as full compensation for all work hereunder a sum equal to the value of the work done based in his proposal, attached hereto and made a part of this contract.

Payment shall be made to the Contractor monthly, based upon the approved pay request. The final payment shall be paid to the Contractor, subject to approval of the final change order, within 30 days after completion and acceptance of the entire work herein contracted for, and upon receipt by the County, and approval of, all final documentation. Final documentation shall include proof of the meeting of DBE goals, and the release by materials suppliers and subcontractors of having received full payment.

By the 15th of each month the Contractor shall submit to the Owner an invoice containing an estimate of the percentage of the total work under the contract accomplished to the end of such month. The invoice shall be in such form and detail as required by the Owner.

The requirements set forth in Section 109 of the Missouri Standard Specifications For Highway Construction for payments, retained percentage, release of retained percentage, prompt payment to subcontractors and suppliers and final payment shall apply to all contracts where the Federal Government is participating in the cost of construction.

## **27. PAYMENTS NO EVIDENCE OF PERFORMANCE:**

No certificate for payment made under this contract except the final certificate of final payment, shall be evidence of the performance of this contract, either wholly or in part. No Payment shall be construed to be an acceptance of defective work or improper materials.

## **28. CHANGES:**

The Owner and/or the Consultant shall have the right to make changes within the scope of the work or change the quantities of the work to be performed. No such change shall be valid unless made in writing by the Owner or Consultant, and for all Federal Aid Contracts such changes shall first be approved by both the Missouri Highway and Transportation Department and the Federal Highway Administration.

In the event such changes cause an increase or decrease in the Contractor's cost of or time required for performance of the contract, the contract price and/or period of performance shall be equitably adjusted; provided, the increase or decrease in the amount of the work for which unit prices apply under the specifications shall be computed by multiplying the change in quantities

(measured as provided in the contract documents) of such work by such contract prices.

In the absence of a bid price for a given item of work not provided for nor fairly included in the bid prices for other items of work, a written agreement may be made between the Owner and the Contractor to be included in the written order for such extra work.

Whenever the Contractor and the Owner are unable to agree on prices for extra work and the Owner directly or acting through the Consultant orders the Contractor to proceed with the work by force account, the work will be paid for in the manner herein described and the compensation thus provided shall constitute full payment for said work. Payment will be determined as follows:

For all materials purchased by the Contractor and used in the force account work, he will be paid the actual cost of such materials, including sales taxes if required, and freight and delivery charges as shown by original receipted bills, to which will be added an amount equal to 15 percent if the sum thereof. The Owner or Consultant, however, reserves the right to approve or to reject the materials to be used and the sources of supply of any materials furnished by the Contractor.

For all equipment and machinery used in the force account work, the Contractor will be paid reasonable operated and maintained rental prices to which no percentages will be added.

The Contractor will be paid the cost of wages for all labor while engaged in the force account plus the actual cost chargeable to the force account work of workmen's compensation insurance, social security taxes, unemployment compensation insurance and such additional amounts as are paid by the Contractor by reason of an employment contract generally applicable to his employees, to which total sum will be added an amount equal to 15 percent of wages and other costs listed above. In evidence of the costs of labor, equipment and materials for which payment is to be made under the force account order; the Contractor shall provide a certified statement of wages actually paid, together with copies of supporting payrolls, of equipment rental charges, and of bills for materials.

Wage rates used in determining the amount of the payment will be the actual wage rates paid by the Contractor for work under this contract, except that no rate used shall exceed the rate of comparable labor currently employed on the project.

Payment for services of foremen in direct charge of the specific operation will be made. Payment for the services of superintendents, timekeepers or other overhead personnel will not be made nor will payment for services of watchmen be made unless required specifically by the force account work. The actual function performed by an employee rather than his payroll title will be the criterion used in determining the eligibility of an employee's services for payment under this provision.

The types and amounts of equipment and machinery used by the Contractor in carrying out his work under the force account order shall be in keeping with normal practice for work of a similar nature, except that the Owner or Consultant may, at his discretion, limit by specific instruction the type and amounts of equipment and machinery to be used.

In computing the hourly rental of such equipment, less than 30 minutes shall be considered 1/2 hour, except when the minimum rental to be paid shall be one hour. Rental time will not be allowed while equipment is inoperative due to breakdowns. The rental time of equipment to be paid for shall be the time the equipment is in operation on the force account work being performed, and, in addition, shall include the time required to move the equipment to the work and return it to its original location. When approved in advance by the Owner or Consultant, towing or

transporting costs will be allowed when the equipment is moved by means other than its own power. No payment will be made for moving time, towing or transporting the equipment if it is used at the site of the work on other than force account work. No payment will be allowed for the use of small tools and minor items of equipment, which, as used herein, are defined as individual tools or pieces of equipment having a replacement value of \$50.00 each or less.

For additional premiums paid on Performance and Labor and Materials Bonds by reason of increases in the account of work over and above that called for in the original contract due to the inclusion of the force account work, and for additional premiums paid on Public Liability and Property Damage Insurance by reason of extra hazard inherent in the force account work of the type called for in the original contract, the Contractor will, on presentation of substantiating evidence from his bonding and insurance carriers, be paid the actual costs of the increase in premium, to which no percentages will be added. Payment for the cost of additional premiums paid on Workmen's Compensation Insurance by reason of extra hazard introduced into the Contractor's operations by the inclusion of force account work is covered by the provisions above, except that any claim for additional cost based on the application, by reason of extra hazard, of a higher insurance rate to any portion of the payroll over and above that chargeable to the force account work under the provisions above, must be substantiated by evidence from the Contractor's insurance carrier.

The Contractor and Owner shall compare records of the work performed on a force account basis at the end of each day. These records shall be prepared in triplicate by the Contractor and shall be signed by both the Owner and the Contractor's representative, one copy being retained by the Contractor and two copies retained by the Owner.

Payment for force account work will be included in monthly progress payments.

## **29. LIENS AND CLAIMS:**

In addition to other remedies available the Owner hereunder, in all cases of non-payment by the Contractor or a subcontractor of any sums of money due for labor, materials, supplies, equipment or other items in performing in this contract, or if at any time there should be evidence of a lien or claim chargeable to the Contractor or a subcontractor for which, if established, the Owner might become liable, the Owner is hereby authorized and empowered to retain out of any payment then due or thereafter to become due to the Contractor, an amount sufficient to indemnify the Owner against any such lien or claim.

Alternatively, without limiting other remedies and rights of the Owner under the Contract, under the Contractor's bonds or under the law, the Owner may withhold, in addition to the 10 percent retention, a sufficient amount of payments otherwise due to the Contractor to cover payments that may be past due and payable by the Contractor or his subcontractors or suppliers for just claims for labor or materials furnished in and about the performance of the work under this contract and for failure of the Contractor to make proper payments to his subcontractors. The Owner shall disburse and shall have the right to act as agent for the Contractor in disbursing such funds as have been withheld pursuant to this paragraph to the party or parties who are entitled to payment there from. The Owner will render the Contractor a proper accounting of all such funds disbursed in behalf of the Contractor.

Final payment nor any part of the retained percentage shall become due until the Contractor shall deliver to the Owner a complete waiver or release by himself and his subcontractors and others of all liens and claims arising out of the work, or receipts in full lieu thereof, and if required, an affidavit that so far as he has knowledge or information the releases and receipts include all the

labor and materials for which a lien could be filed.

### **30. RESPONSIBILITY:**

Nothing in the Contract Documents shall be construed as placing the work under the specific direction or supervision of the Owner or the Consultant or relieving the Contractor from his liability as an independent contractor and, as such, he shall perform his work, including, but not limited to, supervision and control of his own personnel and scheduling of the work as required to ensure its proper and timely performance, and he shall be solely responsible for the exercise of due care to prevent bodily injury and damage to property in the execution of the work.

The Owner or Consultant shall have the right of entry to the site for the purpose of verifying compliance with the plans and specifications.

### **31. INDEMNIFICATIONS AND INSURANCE:**

#### **Responsibility for Claims for Damage or Injury**

The Contractor and surety shall indemnify and save harmless the County, and its members, agents and employees from all claims or suits made or brought for personal injury, death or property damage, caused or contributed to be caused by:

- (a) The negligence of the contractor, subcontractors, suppliers or their respective officers, agents or employees;
- (b) The creation or maintenance of a dangerous condition of or on the County's property or right of way, which condition occurred at least in part due to the acts or omissions of the contractor, subcontractors, suppliers or their respective officers, agents or employees; or
- (c) The failure of the contractor, subcontractors, suppliers or their respective officers, agents or employees, to perform the work in accordance with the plans and specifications.

Neither the County nor the Contractor, by execution of a contract, shall intend to or create a new or enlarge an existing cause of action in any third party. This provision shall not be interpreted to create any new liability which does not exist under the statutory limited waiver of sovereign immunity, or to waive or extinguish any defense which either party to this contract or their respective agents and employees may have to an action or suit by a third party.

#### **Contractor's Responsibility for Work**

Until the County accepts the work, it shall be in the custody and under the charge and care of the Contractor. The Contractor shall restore and replace, at the Contractor's expense, any lost or stolen County-owned material in the Contractor's custody or control. Damages to any portion of the work before its completion and acceptance, caused by the action of the elements or from any other reason, shall be restored or replaced at the Contractor's expense. Issuance of a payment estimate on any part of the work done will not be considered as final acceptance of any work completed up to that time. The County may, in its discretion, make such adjustments as it considers being proper for damage to the work due to unforeseeable causes beyond the control of, and without fault or negligence on the part of the Contractor.

## Liability Insurance Requirements

The Contractor shall procure and maintain at its own expense, until acceptance of the project by the County, liability insurance for all damages and losses imposed by law and assumed under the contract, of the kinds and in the amounts specified in the relevant sections shown herein. Before the Contractor commences the work, the Contractor shall require the insurance company or companies to furnish to the County evidence of such insurance showing compliance with these specifications. All insurance required herein shall be occurrence policies in a form acceptable to the County, and shall remain in force until all work required to be performed under the terms of the contract is satisfactorily completed as evidenced by its formal acceptance by the County.

Each policy or its declaration pages shall provide that the policy shall not be materially changed or canceled until the County has been given at least 30 days advance notice in writing. If any policy is canceled before the contract work is complete, a satisfactory replacement policy must be in force, with notice and evidence of insurance submitted to the County, prior to the effective date of cancellation of the former policy. All evidence of insurance and notices shall be submitted to: Director of Public Works, Jefferson County Public Works Department, 725 Maple Street, PO Box 100, Hillsboro, Missouri 63050. **The Contractor shall furnish the County with a complete copy of the policy prior to the time the Contractor commences work on the site of the project.** Failure to furnish evidence of proper insurance, or complete insurance policies will result in temporary suspension of work and may result in other claims or actions for breach of contract or otherwise, as may be recognized at law or in equity.

### Workers' Compensation Liability Insurance

The Contractor shall furnish evidence to the County that, with respect to the operations it performs, it carries workers' compensation insurance, or is qualified as self-insured, sufficient to comply with all its obligations under state laws relating to worker's compensation. The Contractor shall also require each subcontractor on the project to furnish the same evidence to the County. This evidence shall be furnished to and approved by the County prior to the time the Contractor or the subcontractor commences work on the site of the project.

### Commercial General Liability Insurance

The Contractor shall obtain one or more occurrence-based policies of commercial general liability insurance (Form CG 00 01 or equivalent), which provide coverage for the contract work. The minimum limits of liability for commercial general liability insurance shall be: \$1,000,000 each bodily injury or property damage occurrence, combined single limit, \$2,000,000 general aggregate with a per project endorsement and \$1,000,000 products/completed operations aggregate. Each such policy shall be endorsed so as to cover liability arising from blasting if applicable, other inherently dangerous activities and underground property damage. Each such policy shall be endorsed to include broad form general liability, contractual liability and completed operations coverage.

### Commercial Auto Liability Insurance

The Contractor shall obtain one or more occurrence-based policies of auto liability insurance, which provide for its owned, non-owned and hired vehicles of every type and description, which are used in the contract work. The minimum limits of liability for such insurance shall be \$1,000,000 combined single limit.

### **Additional Insureds**

Each such policy of commercial general liability insurance shall name the County of Jefferson and its employees as additional insureds. Each commercial general liability insurance policy shall also contain a separation of insureds condition. The insurance afforded by the Contractor shall be primary insurance.

### **Subcontractor's Coverage**

If any part of the contract is subcontracted, each subcontractor, or the Contractor on behalf of the subcontractor, shall obtain the same commercial general liability insurance and commercial automobile liability insurance coverage. The commercial general liability insurance shall name the same entities specified above as additional insureds, and shall have the same separation of insureds conditions.

### **Railroad Protective Liability Insurance**

In addition to other required liability insurance, the Contractor shall provide railroad protective liability insurance if applicable, for and in behalf of the railroad as outlined in provisions for each project. The insurance policy shall be submitted to the County in original and duplicate for approval. No work will be permitted on the railroad right of way until such approval is granted.

### **Insurance with Other Than Missouri Companies**

Any insurance policy required as specified above, if written by and insurance company organized in a state other than Missouri, shall be signed by an agent or broker licensed by the State of Missouri. In the case of policies written by companies organized in a state other than Missouri, the evidence of insurance submitted as authorized in the contract shall be signed by an agent or broker licensed by the State of Missouri. Nothing in this provision limits or waives the requirement that each insurance policy must be issued by a company authorized to issue such insurance in Missouri.

### **Third Party Liability**

Neither the State of Missouri, the County of Jefferson nor the Contractor, by execution of the contract including these specifications, intend to create a right of action in a third party beneficiary except as specifically set out in these specifications and the contract. It is not intended by any required contractual liability in the contract or in these specifications that any third party beneficiary has a cause of action arising out of the condition of the project when completed in accordance with the plans and accepted by the County.

### **Personal Liability of Public Officials**

There shall be no personal liability upon the County, or any member, employee or agent of the County in carrying out any of the provisions of the contract or in exercising any power or authority granted to them, it being understood that in such matters they act as agents and representatives of the County, with official and public duty doctrine immunity. If any provision of the contract appears to impose a duty on such an individual, the duty remains exclusively that of the County and is not a personal duty or obligation of the individual.

### **32. BOND:**

The Contractor at his expense shall, before commencing work hereunder, procure and deliver to

the Owner a Performance Bond and a Labor and Materials Payment Bond in the amount of 100% of the contract as awarded, as security for the faithful performance of the contract and the payment of all obligations thereunder by the Contractor and his subcontractors. The Bonds shall be written in such form as may be satisfactory to the Owner and provided by a guaranty or surety company listed in the latest issue of U.S. Treasury Circular 570 and the penal sum shall be within the maximum specified for such company in said Circular 570. In substance, the condition of the obligation under said bond or bonds shall be as follows:

"The condition of this obligation is such that if the above bound Principal shall in all respects comply with the terms and conditions of said contract and his obligations thereunder, including the specifications and plans referred to therein, and such changes and alterations as may be made in said contract, specifications and plans and shall indemnify and save harmless the Owner against or from all costs, expenses, damages, injuries or losses to which the said Owner may be subjected by reason of any wrongdoing, misconduct, want of care or skill, negligence or default on the part of said Principal, his subcontractors, officers, agents or employees, in the execution of performance of said contract and shall promptly pay all just claims for damages for injury to property and for labor, equipment, materials and supplies incorporated in the work or consumed in the performance thereof incurred by said Principal, his subcontractors, officers, agents or employees, in or about the construction or improvement contracted for, then this obligation shall be void; otherwise, to remain in full force and virtue in law. The Surety hereby waives notice of any changes, alterations or modifications, including any extensions of the period of performance, in the contract, specifications and plans."

If any surety upon any bond furnished in connection with this contract becomes unacceptable to the Owner, or if any such surety fails to furnish reports as to his financial condition from time to time as requested by the Owner, the Contractor shall promptly furnish such additional security as may be required from time to time to protect the interests of the Owner and of persons supplying labor or materials in the prosecution of the work contemplated by this contract.

### **33. ASSIGNMENT, SUBLetting OR SUBCONTRACTING:**

The Contractor shall not assign, sublet or subcontract this Contract or the work or payments due thereunder, in whole or in part, without the express consent of the Owner.

The Owner's consent to subcontract shall not relieve the Contractor from his obligations hereunder or change the terms of this agreement.

### **34. ROYALTIES AND PATENTS:**

The Contractor shall indemnify, defend and save harmless the Owner and the Consultant from all liabilities, decrees, judgments, claims or disbursements, including attorney fees and/or damages and expenses which may come against or be incurred by the Owner or the Consultant by reason of the use of any patented material, machinery, devices, equipment or processes furnished or used in the performance of the work under this contract or the use by the Owner of the completed structure or by reason of the use of patented designs furnished by the Contractor and accepted by the Owner. In the event any claim, action at law or suit in equity of any kind whatsoever is made or brought against the Owner, the Owner shall have the right, without impairment of the foregoing indemnification, to retain from the money due and to become due said Contractor a sufficient amount of money to protect itself against loss.

### **35. SPECIFICATION CONFLICTS:**

Where any provision of specifications referred to or incorporated into the Contract Documents is inconsistent or in conflict with the provisions of the Contract Documents, the provisions of the Contract Documents shall govern.

### **36. STANDARDS:**

Where materials and methods are indicated in the specifications as being in conformance with a standard specification, reference in all cases shall be to the latest edition of the specification and shall include all interim revisions, unless specifically stated otherwise.

### **37. FEDERAL EMPLOYMENT AUTHORIZATION:**

The Contractor shall comply with the requirements of the revised Statutes of the State of Missouri Chapter sections 285.525 to 285.555. If any part of the contract is subcontracted, each subcontractor shall comply with the same requirements of this specification.

No Contractor shall knowingly employ, hire for employment, or continue to employ an unauthorized alien to perform work within the state of Missouri.

As a condition for the award of the contract the Contractor shall, by sworn affidavit and provision of documentation, affirm its enrollment and participation in a federal work authorization program with respect to the employees working in connection with the contracted services. Every such Contractor shall also sign an affidavit affirming that it does not knowingly employ any person who is an unauthorized alien in connection with the contracted services.

A Contractor may enroll and participate in a federal work authorization program and shall verify the employment eligibility of every employee in the Contractor's hire whose employment commences after the Contractor enrolls in a federal work authorization program.

A general contractor or subcontractor of any tier shall not be liable under sections 285.525 to 285.550 when such general contractor or subcontractor contracts with its direct subcontractor who violates subsection 1 of this section, if the contract binding the contractor and subcontractor affirmatively states that the direct subcontractor is not knowingly in violation of subsection 1 of this section and shall not henceforth be in such violation and the contractor or subcontractor receives a sworn affidavit under the penalty of perjury attesting to the fact that the direct subcontractor's employees are lawfully present in the United States.

### **38. OSHA TRAINING:**

The Contractor shall comply with the requirements of the revised Statutes of the State of Missouri Chapter sections 292.675. If any part of the contract is subcontracted, each subcontractor shall comply with the same requirements of this specification.

Any Contractor signing a contract to work on the construction of public works for the Owner shall provide a ten-hour Occupational Safety and Health Administration (OSHA) construction safety program for their on-site employees which includes a course in construction safety and health approved by OSHA or a similar program approved by the department which is at least as stringent as an approved OS11A program. All employees are required to complete the program

within sixty (60) days of beginning work on such construction project.

Any employee found on a worksite subject to this section without documentation of the successful completion of the course required under this section shall be afforded twenty (20) days to produce such documentation before being subject to removal from the project. The contractor shall forfeit as a penalty to the Owner two thousand five hundred dollars (\$2,500) plus one hundred dollars (\$100) for each employee employed by the contractor or subcontractor, for each calendar day, or portion thereof, such employee is employed without the required training. The penalty shall not begin to accrue until the time period in this section has elapsed.

The Owner shall withhold and retain all sums and amounts due and owing as a result of any violation of this section when making payments to the contractor under the contract. The contractor may withhold from any subcontractor, sufficient sums to cover any penalties the Owner has withheld from the contractor resulting from the subcontractor's failure to comply with the terms of this section. If the payment has been made to the subcontractor without withholding, the contractor may recover the amount of the penalty resulting from the fault of the subcontractor in an action maintained in the circuit court in the county in which the public works project is located from the subcontractor.

In determining whether a violation of this section has occurred, and whether the penalty of this section shall be imposed, the Department of Labor and Industrial Relations shall investigate any claim of violation. Upon completing such investigation, the Department shall notify the Owner and any party found to be in violation of this section of its findings and whether a penalty shall be assessed. Determinations under this section may be appealed in the circuit court in the county in which the public works project is located. The Department may establish rules and regulations for the purpose of implementing the provisions of this section.

This section shall take effect on August 28, 2009.

## **END OF GENERAL CONDITIONS**

# REVISIONS TO MODOT STANDARD SPECIFICATIONS

Rev 6/7/13

Modifications to the 2011 Missouri Standard Specifications for Highway Construction shall be as listed herein.

## **SECTION 102** **BIDDING REQUIREMENTS AND CONDITIONS**

*All references to submitting electronic bids in Section 102 shall be deleted. Please refer to the "Bid Notice" for directions to submit bids on County projects.*

Delete Section **102.3 Bidding** – in its entirety and replace it with the following:

**102.3 Bidding Documents.** Upon request, the Commission will furnish the bidding documents to the prospective bidder. The documents will state the location, description and requirements of the contemplated construction and will show the estimate of the various quantities and kinds of work to be performed or material to be furnished, and will have a schedule of items for which unit bid prices are invited. The bidding documents will state the time in which the work shall be completed, the amount of the bid guaranty, and the date, time and place of the opening of bids.

**102.3.1** All papers bound with or attached to or referenced in the bidding documents are considered a part thereof and must not be detached or altered when the bid is submitted.

**102.3.2** The prospective bidder will be required to pay the Commission the sum stated in the notice of bid opening for each copy of a project's bidding documents. The *Missouri Standard Specifications for Highway Construction, Missouri Standard Plans for Highway Construction*, including all revisions of these documents, and other items referenced in the bidding documents, whether attached or not, will be considered a part of the bid. A prospective bidder will be expected to separately purchase the current edition of the *Missouri Standard Specifications for Highway Construction* and the *Missouri Standard Plans for Highway Construction*, including all revisions of these documents.

**102.3.3** It will be conclusively presumed that all of the bidding documents are in the bidder's possession and that these documents have been reviewed and used by the bidder in the preparation of any bid submitted. The effective dates of the *General Provision & Supplemental Specifications* and the *Supplemental Plans for Highway Construction* will be specified in the contract documents. A copy of the latest version of these documents is available on MoDOT's web site.

Delete Section **102.7 Preparation of Bidding Documents** – in its entirety and replace it with the following:

**102.7 Preparation of Bidding Documents.** All bids shall be properly signed, sealed and submitted in accordance with Sec 102.10. Each bidder shall specify in the bid, in figures, a unit price for each of the separate items listed in the bidding documents, except a unit price entry will not be necessary for those items having a quantity of one and only the amount for that item need be entered. Zero will be considered a valid bid. The bidder shall

not enter zero in any "Unit Price" field unless zero is the intended bid for that item. A unit price left blank, with or without an extension, other than items having a quantity of one, will be considered as zero by the Commission. In case of alternate items, unit prices shall be entered for only one alternate, unless otherwise specified in the bidding documents. A unit price shall not exceed two decimal places. Bids shall not contain interlineations, alterations or erasures except as noted in Sec 102.7.1. The bidder shall show the products of the respective unit prices and quantities in the amount column provided for that purpose. The extension of each line item shall be rounded to the nearest second decimal place value, with half cents rounded up. These extensions shall be totaled and in case of errors or discrepancies in extensions, the unit prices shall govern. All entries in the bid shall be in ink or typewritten. If, in the sole discretion of the engineer, an obvious and apparent clerical error exists in the unit price listed for an item due to a misplaced decimal, but the extension appears to be correct and as intended in all respects, the engineer may correct the unit price bid in accordance with the extension listed. All errors in extensions or totals will be corrected by the engineer and such corrected extensions and totals will be used in comparing bids.

**102.7.1** A bidder may alter or correct a unit price, lump sum bid or extension entered on the paper bid form or the computer-generated itemized paper bid form by crossing out the figure with ink and entering a new unit price, lump sum bid or extension above or below in ink, with the bidder's initials.

**102.7.2** A bidder may submit a separate bid on any or all projects, except that bids shall be submitted for all projects in a required combination. Bidders not having the ability to simultaneously execute all contracts for bids submitted during a bid opening may state, in one of the bids, the maximum total value of contract awards the bidder is willing to accept for that bid opening. Only one statement of "Maximum Monetary Value of Awards Accepted this Bid Opening" shall be completed per bid opening. In the event a bidder submits multiple statements of maximum award, the lowest value stated will be used. The Commission reserves the right to select and award the combination of bids, not exceeding this maximum, that will be to the best interest of the State, provided these bids are in conformance with the requests for bids. Any corrected bid that exceeds the lowest specified maximum award may be declared non-responsive.

**102.7.3** The bid of an individual, including those doing business under a fictitious name, shall include the signature and address of the individual. The signature shall be exactly the same as that appearing on the contractor questionnaire.

**102.7.4** The bid by a partnership or joint venture, including individuals doing business under fictitious names or corporations, shall be executed by at least one of the partners followed by the title "Partner" or one of the joint venturers followed by the title "Joint Venturer" and the business address of the partnership or joint venturer shown. The true legal name and address of each partner and joint venturer shall also be shown and shall appear exactly the same as that shown on the contractor questionnaire.

**102.7.5** The bid by a corporation, whether acting alone or as a joint venturer, shall show the address and name of the corporation exactly as shown on the contractor questionnaire, and shall include the signature or digital ID and title of a person authorized by its board of directors to bind the corporation.

**102.7.6** Each bidder shall submit with each bid a sworn statement, executed by or on behalf of the bidder to whom a contract may be awarded, certifying that the bidder has not, either directly or indirectly, entered into any agreement, participated in any collusion or otherwise taken any action in restraint of free competitive bidding in connection with the bid or any contract that may result from its acceptance.

**102.7.7** A bid will not be accepted or considered if the bid is the product of collusion among bidders, if the bidder is disqualified or determined not responsible or if the bid is irregular in accordance with Sec 102.8.

## **SECTION 105** **CONTROL OF WORK**

Delete Section 105.1- Authority and Duties of Commission in Contract Administration - items (a) through (h) that pertain exclusively to MoDOT and not to the County of Jefferson.

Revise 105.4 - Coordination of Contract Documents. - such that the governing ranking will be as follows:

- (a) Job Special Provisions
- (b) Project Specific Drawings
- (c) General Conditions
- (d) Revisions to MoDOT Standard Specifications
- (e) General Special Provisions
- (f) Supplemental Specifications
- (g) Standard Specifications
- (h) Standard Drawings
- (i) Bid Items or Quantities

## **SECTION 106** **CONTROL OF MATERIAL**

Delete Section 106.12 - Pre-Acceptance List of Material and Sources - in its entirety.

## **SECTION 107** **LEGAL RELATIONS AND RESPONSIBILITY TO THE PUBLIC**

If a Corps of Engineers 404 Permit has been issued specifically for this project, then the provisions of that permit shall be followed and shall hold precedence over Section 107.10.

## **SECTION 109** **MEASUREMENT AND PAYMENT**

Delete Section 109.9.1.2 of Division 109.9 - Retained Percentage - in its entirety.

Delete Section 109.14 – Price Adjustment for Fuel - in its entirety.

## **SECTION 203**

### **ROADWAY AND DRAINAGE EXCAVATION, EMBANKMENT AND COMPACTION**

Modify Section 203.3.1 of Section 203.3 – Borrow – as follows:

Replace the first sentence with the following: Borrow will consist of approved material required for the construction of embankment or for other portions of the work, and shall be obtained from borrow areas shown on the plans, from areas designated by the engineer, or from other approved sources.

Modify Section 203.4 as follows:

Delete the reference in Section 203.4.1 that states, “Finishing by hand methods will not be required”: Replace with the following:

Hand raking or fine grading by mechanical means of the disturbed areas shall be required to remove debris and stones. The soil shall be tilled to a depth of 4” and graded to a reasonably smooth surface.

Replace Section 203.4.1.1 with the following:

**Field Stone.** Before final project acceptance, the removal and disposal requirements of all loose field stones shall be guided by the following table:

<u>Location - limits</u>	<u>Limits</u>	<u>Maximum Stone Size</u>
Residential and business where lawns are maintained	All disturbed areas	Relatively free of stones – $\frac{1}{2}$ " maximum
Foreslopes, roadside ditches and backslopes outside of maintained lawn areas	Right of way	1" maximum
Rock cut sections	All disturbed areas	As directed by the Engineer

## **SECTION 304**

### **BASES AND AGGREGATE SURFACES**

Delete Section 304.3.5 - Substitutions for Aggregate Base - in its entirety.

Modify Section 304.5 – Method of Measurement – as follows:

Final measurement of the completed aggregate base course will be based on actual field measurements to the nearest square yard.

Replace Section 304.6 - Basis of Payment – with the following: “The accepted quantities of aggregate base course of the thickness and type specified will be paid for at the contract

unit price for each of the pay items included in the contract. Payment will be considered full compensation for water used in performing this work."

## **SECTION 401**

### **PLANT MIX BITUMINOUS BASE AND PAVEMENT**

Section 401.4 Job Mix Formula – The County may waive submission of representative mixture samples. The Contractor, at the time he submits his job mix formula, shall request in writing whether samples are required. The County will respond in writing and if samples are required, they shall be submitted within ten working days of receipt of the County's letter.

Section 401.4.1 Mixture Design – Modify this paragraph as follows:

The mix design shall be submitted to the County for approval at least seven (7) days prior to mixture production. A mix design shall be submitted for all County projects. The composition of the mixture shall conform to the following limits by weight:

Total Mineral Aggregate	94.0-96.5 %
Asphalt Binder	3.5-6.0 %

Add the following item to Section 401.4.2 – Required Information:

(q) Unit weight of combined mixture.

Modify Section 401.4.3 Mixture Approval so that "the County" is substituted where it presently reads "Construction and Materials".

Delete Section 401.4.6 Time Limit – in its entirety.

Delete Section 401.5.2 Substitutions - in its entirety.

Delete Section 401.6 Field Laboratory – in its entirety.

Delete Section 401.7.1 and replace with the following:

401.7.1 Weather Limitations. Bituminous mixtures shall not be placed (1) when either the air temperature or the temperature of the surface on which the mixture is to be placed is below 40 F (5 C), (2) on any wet or frozen surface, or (3) when weather conditions prevent the proper handling or finishing of the mixture. Temperatures are to be obtained in accordance with MoDOT Test Method TM20.

If a rainfall event occurs (with rain duration lasting more than 5 min.) before 10am on any given workday, then paving operation shall be cancelled for the balance of that workday and the contractor is not charged for the workday. Once a rainfall event begins the contractor is to immediately shut down plant mix operation. No pavement materials will be accepted at the construction site until further notice from engineer. At the contractor's request, the engineer may waive these requirements on an individual basis.

401.7.5.1 Irregularities. Add a sentence preceding the sentence "The outside edge alignment shall be uniform" as follows:

The outside edges of the pavement shall be constructed to an angle of approximately 45 degrees with the surface of the roadbed and rolled with a hand roller for a smooth appearance.

Replace Section 401.8 Quality Control with the following:

The Contractor shall maintain equipment and qualified personnel or retain the services of a qualified testing laboratory to perform QC field inspection, sampling and testing in accordance with applicable portions of Section 403. The testing service shall be a firm different than the one retained by the County for testing services on that project. The Contractor shall notify the Engineer at the preconstruction meeting who he intends to use for testing services, the name of a contact person and his or her telephone number. A proposed third party testing service for dispute resolution shall be included with the mix design submittal.

Replace the last sentence in Section 401.8.4 Pavement Testing with the following:

The Contractor shall restore the surface from which samples have been taken immediately with the mixture under production or with a non-shrink concrete grout. A cold patch mixture will not be acceptable.

Replace Section 401.13 Method of Measurement with the following:

Measurement will be in accordance with Sec 403.22 and as modified by the job special provisions.

## **SECTION 402**

### **PLANT MIX BITUMINOUS SURFACE LEVELING**

Delete Section 402.2.2 – in its entirety.

Replace Section 402.3 Composition of Mixture with the following:

Mixture shall meet the requirements of the asphalt type specified in the contract and/or bidding documents. The mixture shall be in accordance with Sec 401.3.

Section 402.4 – Replace with the following:

402.4 Job Mix Formula. The mixture shall be in accordance with Sec 401.4 and shall conform to the following limits by weight:

Total Mineral Aggregate	92.0-96.5 %
Asphalt Binder	3.5-8.0 %

Delete Section 402.9 - in its entirety.

## **SECTION 403** **ASPHALTIC CONCRETE PAVEMENT**

Delete Section 403.4.1 – in its entirety.

Replace “Construction and Materials” in Section 403.4.3 with “the Engineer”.

Section 403.6 – Delete the first sentence in its entirety. Revise the fourth sentence to read: “The gyratory compactor shall be one from MoDOT’s Construction and Materials approved list.”

Delete Section 403.10.2 Substitutions – in its entirety.

Section 403.11.1 Field Mix Redesign – Replace “Central Laboratory” with “Engineer”.

Section 403.11.1.1 Approval – replace “Construction and Materials” with “the Engineer”. Delete the second sentence in this section.

Modify the first sentence of 403.17.1 Quality Control Operations – to read “The Contractor shall maintain or retain equipment and qualified personnel to perform all QC field inspection, sampling and testing as required by this specification.” Add the following sentence: “The personnel, if from an independent testing laboratory, shall be different than the company retained by the County for QC purposes.”

Section 403.17.2 Bituminous Quality Control Plan – Change “Construction and Materials” to “the Engineer”.

Revise the last sentence of 403.22.4.2 Surface Restoration to read: “If bituminous construction has been completed, the surface from which samples have been taken shall be restored within 48 hours with an approved commercial mixture or with an approved non-shrink concrete grout. Cold mix is not an acceptable patch.

Delete Sections 403.23.5 through 403.23.7.3 inclusive.

## **SECTION 407** **TACK COAT**

Revise the first sentence of Section 407.3 Equipment. - as follows:

“The Contractor shall provide a system for heating and applying the bituminous material and for applying blotter material.”

Add Section 407.4.1.1 Weather Limitations. Tack coat shall not be applied when either the air temperature or the temperature of the surface to be tacked is below 40 F. Temperatures are to be obtained in accordance with MoDOT Test Method TM20.

## **SECTION 408**

### **PRIME COAT**

Add Section 408.4.1.1 Weather Limitations. Bituminous material shall not be applied (1) when either the air temperature or the temperature of the surface to be primed is below 60 F or (2) when weather conditions prevent the proper construction of the prime coat. Temperatures are to be obtained in accordance with MoDOT Test Method TM20.

## **SECTION 501**

### **CONCRETE**

Delete Section 501.2.2 - in its entirety.

Section 501.3 Mix Design. – Change the last sentence to read:

“The Contractor may be required to submit representative samples of each ingredient to the Engineer for laboratory testing.”

Revise Section 501.8.2 (e), the fifth sentence, “The Engineer may allow the use of the test concrete for appropriate incidental construction”, shall be deleted. In its place add the following sentence – “Test concrete shall not be used in construction”.

Revise Section 501.8.10 to delete the Type 1 field laboratory at the proportioning plant.

## **SECTION 502**

### **PORTLAND CEMENT CONCRETE BASE AND PAVEMENT**

Delete Section 502.3.7 - in its entirety.

Revise the first sentence in Section 502.11.1 to read, “Prior to approval of concrete mix designs by the engineer, the contractor shall submit a QCP to the County.”

Delete Section 502.15.3 Smoothness Adjustment – in its entirety.

Delete Section 502.15.3.1 Incentives – in its entirety.

Table I shall be revised so that “Percent of Contract Price” does not exceed 100.

Delete Sections 502.15.6 Width, 502.15.7 Pay Factors, and 502.15.11 PWL Determination Table in their entirety.

## **SECTION 601** **FIELD LABORATORIES**

Delete this Section in its entirety.

## **SECTION 603** **WATER LINE INSTALLATION**

Revise Section 603.2 - Material. To include the following sentence after the table:

Materials other than those shown may be specified by the Engineer and shall meet AWWA, ASTM, ANSI and NSF specifications.

Revise Section 603.3.4 - Abandoned Water Mains. To include the following at the end of this section:

8" and larger abandoned water mains remaining under the completed road and or shoulder shall be abandoned by grout filling the line. Grout shall consist of Mortar for Grout as specified in Section 1066. The cost of the grout, plugs, labor, fuel and equipment shall be included in the lump sum unit cost for "Removal of Improvements". Smaller watermains shall be abandoned as noted above by capping and covering the cap with concrete. PVC watermains may be capped with caps made of the same material, glued in place.

## **SECTION 605** **UNDERDRAINAGE**

Delete Sections 605.10.2.5 through 605.10.2.5.3 in their entirety. Video inspection of edge drains will not be required.

## **SECTION 620** **PAVEMENT MARKING**

Replace the second through fourth sentences of Section 620.2.3.1, with "The engineer will visually inspect the pavement markings for reflectivity. The inspection will take place no sooner than seven days after application. The contractor may clean any pavement markings at the contractor's expense prior to the visual reflectivity inspection.

Replace Section 620.2.4.1 with the following:

620.2.4.1 Retroreflectivity inspection will be performed visually. Spotty or lack of reflectivity when driven during a nighttime visual inspection will be cause for reapplying the pavement marking at no additional cost to the County.

Revised Section 620.10.5.1 to read:

Final measurements of pavement markings of the type specified will be based on actual field measurements to the nearest lineal foot. Revisions or corrections will be computed and added or deducted from the contract quantity.

## **SECTION 622**

### **PAVEMENT AND BRIDGE SURFACE REMOVAL AND TEXTURING**

Revised Section 622.10.4 to read:

Final measurements of coldmilling of the type specified will be based on actual field measurements and computed the nearest square yard. Revisions or corrections will be computed and added or deducted from the contract quantity.

## **SECTION 703**

### **CONCRETE MASONRY CONSTRUCTION**

Add a sentence to the end of Section 703.3.8 -Surface Sealing for Concrete – that reads: “Surface sealing shall not be applied until after all defects in the bridge deck surface have been patched per the Engineer’s requirements.”

## **SECTION 706**

### **REINFORCING STEEL FOR CONCRETE STRUCTURES**

Delete the last sentence in Section 706.2.2 that allows flame cutting of uncoated reinforcement. Reinforcement shall be saw cut or sheared.

Delete the sentence in Section 706.3.1 that reads: “At other locations, the bars shall be firmly tied at alternate crossings or closer.” Replace this sentence with: “All reinforcement, including superstructure and substructure, shall be tied at 100% of crossing locations.”

## **SECTION 712**

### **STRUCTURAL STEEL CONSTRUCTION**

Delete the sentence in Section 712.3 that reads: “Any material that has become bent shall be straightened before being assembled or shall be replaced, if necessary.” Replace it with the following: “Any material that has become bent from the intended shape shall be replaced at no cost to the County.”

The County will not issue qualification cards as stated in Section 712.6.3, but will require proof of the welder’s certification from an accredited AWS Certified Welder Program. Welding will not be allowed on County projects without a copy of the welder’s certification being delivered to the County prior to the beginning of welding. The welder shall not weld for any process and in the positions for which he is not certified.

## **SECTION 720**

### **MECHANICALLY STABILIZED EARTH WALL SYSTEMS**

Delete Section 720.3.1 - in its entirety and replace with the following:

The Contractor shall submit product information on the type of mechanically stabilized earth wall system he is proposing. The wall shall be in conformance with the Plans and Job Special Provisions. Shop drawings and design calculations shall be submitted and shall be signed and sealed by a Professional Engineer registered in the state of Missouri.

## **SECTION 724**

### **PIPE CULVERTS**

Revise Section 724.1.1 to read as follows:

The contract will specify the type of pipe to be used. Substitution of pipe types is not permissible.

Replace Section 724.1.2 with the following:

Metal pipe shall be constructed in accordance with Sec 725. Reinforced concrete pipe shall be constructed in accordance with Sec 726.

Revise Section 724.3.1 to read:

Inspection of pipe and pipe placement will be performed visually by the County during construction.

Delete Sections 724.3.2, 724.3.3, 724.3.4, 724.3.4.1, 724.3.5, 724.3.5.1, 724.3.6, 724.3.7, and 724.3.8.

Revise Section 724.4.1 to read:

Final measurements of pipe culverts of the type specified will be based on actual field measurements to the nearest lineal foot along the geometric center of the pipe. Revisions or corrections will be computed and added or deducted from the contract quantity.

Delete Section 724.4.4.

## **SECTION 725**

### **METAL PIPE AND PIPE ARCH CULVERTS**

Revise the first sentence of Section 725.1.2 to read: "If the contract specifies corrugated metallic-coated steel pipe or corrugated aluminum alloy pipe, the thickness of metal and size of corrugation for the respective pipe size shall be as shown on the plans unless otherwise specified.

Revise Section 725.4 to read:

Backfill material for metal culverts shall consist of crushed stone.

Revise Section 725.4.1 to read:

Crushed stone shall consist of a mixture of stone in accordance with Section 1009, Grade 4, Gradation B. For all pipe culverts under roadways or sidewalks crushed stone backfill shall be used for full depth of the trench, and to the subgrade of the road, and to a point two feet on either side of the pavement width. For backfill under grass areas, the granular backfill shall be brought to one foot above the top of the pipe, then completed with earthen

backfill to the required grade. Bedding material shall be the same as that specified above for backfill.

## **SECTION 726**

### **RIGID PIPE CULVERTS**

Revise 726.1.1 to read:

If the contract specifies reinforced concrete pipe, the type of installation and the class of pipe shall be in accordance with the plans for the applicable allowable overfill height.

Delete Section 726.1.2.

Modify the sixth sentence in Section 726.3.1 to read:

All joints shall be sealed with an approved plastic compound, tubular joint seal, an external wrap, cement mortar or other approved methods to create a soil tight condition.

Modify 726.3.2 to read:

Bedding for reinforced concrete pipe shall consist of a mixture of stone in accordance with Section 1009, Grade 4, Gradation B.

Section 726.3.4 - Insert the following after the second sentence:

For all pipe culverts under roadways or sidewalks crushed stone backfill, meeting the requirements of Section 1009, Grade 4, Gradation B, shall be used for full depth of the trench, and to the subgrade of the road, and to a point two feet on either side of the pavement width. For backfill under grass areas, the granular backfill shall be brought to one foot above the top of the pipe, then completed with earthen backfill to the required grade.

## **SECTION 727**

### **STRUCTURAL PLATE PIPE AND STRUCTURAL PLATE PIPE-ARCH CULVERTS**

Delete 727.3.3 Bedding and Backfill material and replace with the following:

727.3.3 Bedding and Backfill Material. Bedding for structural plate pipe and structural plate pipe-arch culverts shall consist of a mixture of stone in accordance with Section 1009, Grade 4, Gradation B, except if rock is encountered, the trench shall be excavated to a minimum depth of 8 inches below the bottom of the culvert.

Delete Section 727.3.4.1 and Section 727.3.4.2 and replace with the following:

Backfill shall be with crushed stone consisting of a mixture of stone in accordance with Section 1009, Grade 4, Gradation B. Stone backfill shall be used for full depth of the trench, and to the subgrade of the road, and to a point two feet on either side of the pavement width. Layers of backfill shall be carefully tamped in place and shall be kept at approximately the same elevation on opposite sides of the structure at all times during the

progress of work in order to equalize the loading.

**SECTION 730**  
**THERMOPLASTIC CULVERT PIPE**

Delete this section – thermoplastic culvert pipe will not be used for County road projects.

**SECTION 731**  
**PRECAST REINFORCED CONCRETE MANHOLES AND DROP INLETS**

Revise Section 731.4.1 to read:

Final measurements of precast concrete manholes and drop inlets will be based on actual field measurements to the nearest lineal foot along the geometric center of the manhole/drop inlet. Revisions or corrections will be computed and added or deducted from the contract quantity. The depth of the structure will be the vertical distance from the top of the uppermost precast section to the invert flowline.

**SECTION 732**  
**FLARED END SECTIONS**

Delete Section 732.1.2.

Delete reference to HDPE and PVC in Section 732.1.3.

Delete the second sentence in Section 732.5 that reads:

When two different diameters of pipe are shown on the plans for a given location for Group B or Group C pipe, the contract unit price for the flared end section or safety slope end section that would be required for the larger diameter pipe will be used for payment purposes.

**SECTION 801**  
**LIME AND FERTILIZER**

Revise the third sentence in Section 801.4.1 to read:

The soil shall be thoroughly broken up, worked, tilled and loosened to a minimum depth of 4 inches.

Revise the second sentence of 801.4.2 to read:

After application, the lime and fertilizer shall be thoroughly mixed into the soil to a minimum depth of 4 inches, except when applied hydraulically on slopes steeper than 2:1.

## **SECTION 803**

### **SODDING**

Add the following to Section 803.3 Construction Requirements:

Sodding placed at the downstream end of a flared end section or the downstream end of a pipe without a flared end section shall be securely fastened with metal clips. The sod shall be placed slightly lower than the flowline of the flared end section or the flowline of the culvert. Sod washed away by flows through the culvert shall be cleaned up, disposed of and replaced by the Contractor at no additional charge to the County.

## **SECTION 804**

### **TOPSOIL**

Add Section 804.3.3 The Contractor shall be responsible for obtaining all necessary permits for removal of topsoil from an area. This shall include but not be limited to land disturbance, stormwater discharge, endangered species, farmland protection, wetlands, hazardous waste and cultural resources. Contact agencies for most of these are listed on MoDOT's website under Local Public Agency Manual.

## **SECTION 805**

### **SEEDING**

Revise the third sentence of Section 805.4 to read:

Permanent stabilization of an erodible seeded area shall be defined as a minimum uniform 70% perennial vegetative cover.

Add section 805.3.4 Seeding application methods shall be as follows:  
Drop seeding shall only be allowed in small disturbed areas as approved by the engineer;  
Drill seeding shall be allowed for flat areas and slopes up to 3(H):1(V); and  
Hydro seeding shall be required on slopes 3(H):1(V) or steeper.

## **SECTION 806**

### **POLLUTION, EROSION AND SEDIMENT CONTROL**

Revise 806.4.4 to read as follows:

Erosion control features shall be in place prior to any clearing and grubbing of the construction site. Additional erosion control features may need to be installed as the project continues and problem areas become exposed. Until the site is stabilized, all erosion and sedimentation control BMPs must be maintained properly. Maintenance must include inspections of all erosion and sedimentation control BMPs after each rainfall event and on a weekly basis. A written inspection report by the contractor shall be submitted to the engineer after every inspection. The report shall state a summary of the site conditions, status of the erosion and sediment control BMPs, date, time and name of inspector. The Contractor shall maintain all erosion control features by removing silt buildup so that the erosion control feature is fully effective. Any erosion control features knocked down during construction shall be reinstalled at no additional cost to the County.

Add a paragraph to 806.80.3 as follows:

The Contractor shall maintain the temporary pipes throughout the length of the project. Pipes, backfill and road surface washed out shall be replaced at no additional cost to the County.

Add the following sentence to 806.100.3.2:

The Contractor shall maintain the temporary stream crossing throughout the length of the project. Pipes, backfill and road surface washed out shall be replaced at no additional cost to the County.

**END OF “REVISIONS TO MODOT STANDARD SPECIFICATIONS”**

# Job Special Provisions

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## JOB SPECIAL PROVISIONS

### **A. GOVERNING SPECIFICATIONS AND DEFINITION CHANGES**

The general requirements, provisions and technical specifications governing the completion of the work contemplated shall be the Missouri Standard Specifications for Highway Construction, 2011 edition, and are made a part of this contract, although not reproduced herein.

The Job Special Provisions, General Special Provisions and other State requirements are contained within these Job Specifications.

The Job Special Provisions, General Special Provisions and the Construction Drawings shall take preference over all other documents whenever any disagreement exists.

All reference to the "Commission" made in the above said Missouri Standard Specifications shall be interpreted as the Jefferson County Public Works Department, Jefferson County, Missouri.

All reference to the "Engineer" made in the above said Missouri Standard Specifications, shall be interpreted as the County Director of Public Works/Highway Engineer, Jefferson County Public Works Department, Hillsboro, Missouri. All reference to the "State" made in the above said Missouri Standard Specifications shall be interpreted as Jefferson County, Missouri.

**All items will be field measured and payment will be made on measured in place units.**

### **B. MATERIAL CERTIFICATION**

The County requires certification from the manufacturers or suppliers for compliance with the specifications for the following items:

- A.Temporary Pavement Markers
- B.Ultrathin Bonded Asphalt Wearing Surface:
  - a.Polymer Modified Emulsion Membrane
  - b.Asphalt Binder
  - c.Aggregate
  - d.Weight tickets
  - e.Mix Design required

The contractor shall submit certifications, signed by the material suppliers or manufacturers, that all materials meet specification requirements.

### **C. INSPECTIONS**

The Federal Government is participating in the cost of construction of this project. MoDOT and FHWA may make inspections of the work. The contractor shall grant MoDOT and FHWA access to all parts of the work.

#### **D. MODIFIED COLDMILLING (DEPTH TRANSITIONS)**

This bid item "MODIFIED COLDMILLING (DEPTH TRANSITIONS)" includes the cost of labor and equipment to perform coldmilling at various locations as determined by the Engineer. Locations included in the bid quantity are noted in the quantity schedule. The noted locations requiring coldmilling are generally to construct a tapered butt joint at certain intersections to provide a smooth transition from the existing surface profile to the new profile. Some existing concrete driveways, utility valve vaults, and manhole locations may also require milling to provide a smooth transition. The tapered butt joint shall vary in depth from  $\frac{1}{2}$ " deep at the project limits (or obstacle) to 0" (scratch), and constructed to the limits shown on the plans. This work shall be done in accordance with Section 622 of the 2011 Missouri Standard Specifications for Highway Construction and as herein modified:

Revised Section 622.10.4 to read:

Final measurements of coldmilling of the type specified will be based on actual field measurements and computed the nearest square yard. Revisions or corrections will be computed and added or deducted from the contract quantity.

#### **E. ULTRATHIN BONDED ASPHALT WEARING SURFACE, TYPE C**

Work covered shall consist of furnishing labor, tools, equipment, and materials necessary for the application of ultrathin bonded asphalt wearing surface on the prepared road surface in accordance with Section 413.30 of the Missouri Standard Specifications for Highway Construction, 2011 Edition. The Wearing Course shall be Type C, generally  $\frac{3}{4}$ " thickness, but may vary to  $\frac{5}{8}$ " thickness to accommodate changes in pavement slopes at milled joint locations.

Prior to placing the wearing surface, the contractor shall prepare the surface in accordance with Section 413.30.5.3 of the Missouri Standard Specifications for Highway Construction, 2011 Edition. Part of the existing surface has been previously treated with a chip rock seal near Seckman School middle entrance. The contractor shall temporarily remove the crosswalk sign at this location, thoroughly blade off any loose chip seal on the existing surface to provide a smooth profile to the satisfaction of the Engineer, and sweep up and dispose of any loose material.

Longitudinal joints shall typically be placed at the lane lines of the traveled way, except for turn lane locations that do not provide a full width shoulder. Exceptions to this requirement shall require approval of the Engineer.

#### **F. TEMPORARY RAISED PAVEMENT MARKER, TYPE 2**

Temporary Raised Pavement Markers shall be installed per Section 620.60 of the Missouri Standard Specifications and as follows.

Delete Section 620.60.3.1.1. Type 2 Temporary RPM's shall be used for "Ultrathin Bonded Wearing Surface" projects.

In general, a single yellow 2 faced marker shall be placed along the centerline or baseline at 40' intervals where two-way traffic is present, but where multi-lanes or turn lane

are present, 2 markers shall be placed to provide better visibility. White intersection lane line markers shall be at 20' intervals. Markers that are defective, become damage, or removed during surface treatment operation shall be immediately replaced by the contractor at no additional cost to the County. Unless otherwise stated above, Temporary Pavement markers shall be provided and installed in accordance with Section 620.60 of the Missouri Standard Specifications.

Measurement and payment for Raised Temporary Pavement Markers will be per each marker, installed and maintained, regardless of color or style.

#### **G. TRAFFIC CONTROL**

This bid item shall consist of furnishing, installing, maintaining, moving and removing all traffic control devices as shown in these specifications. **The Traffic Control Plan for this pavement preservation project must follow the Federal Highway Administration's Manual On Uniform Traffic Control Devices (MUTCD 2009) for all traffic control operations.**

All traffic control devices shall be in place prior to the beginning of construction. Traffic control signs shall be temporarily covered until construction begins. Traffic control devices, including flagging operations, used by the Contractor which does not have a specific pay item in the contract shall be included in the cost for Traffic Control.

The roadway must remain open to traffic throughout construction and traffic delays kept to a minimum. Flagmen shall be provided with two-way radios and safety vests. Stop/Slow paddles are preferred over flags. Refer to Section 616 of the above said Standard Specifications, for details. Traffic control shall also include providing flaggers at each end of the work zone(s) and any intersecting roads within the work zone.

The contractor shall provide, maintain, and execute adequate traffic control during operations that interrupt normal traffic flow (including coldmilling and pavement repair). This work shall consist of furnishing, installing maintaining, moving and removing all construction signs as directed by the County's field representative or engineer.

Signs shall be mounted to a portable support system and properly anchored to withstand high winds.

Jefferson County Ordinance regulates a work zone speed limit as designated by the County Engineer. When Reduce Speed Limit Signs are to be used, all permanent County speed limit signs within the construction limits are to be covered by the contractor prior to work and uncovered upon completion of work. No additional payment will be made for covering and uncovering of Permanent County signs. All signs outside the work zone must remain visible and unobstructed. Overnight lane closures will not be allowed.

The unit bid price shall include the labor and material to install construction signs, sign mounts and anchors, sign relocation, sign covering/uncovering, along with providing flaggers and safety equipment throughout this project and to remove them upon completion of the project.

The pay item established for this work is "CONSTRUCTION SIGNS". Measurement for the construction signs will be made to the nearest square foot of sign area.

#### **H. RESPONSIBILITY OF THE CONTRACTOR**

It is the responsibility of the contractor to maintain a clean and safe work zone for both the workers and the general public. Special steps may be necessary to ensure safety for everyone. This includes but is not limited to: Removing debris from the road surface, special flagging techniques to adequately control traffic, enforcement of the work zone speed limit, and approved safety wear for everyone within the work zone.

## **I. UTILITY RISERS**

This is not a bid item. The proper utility riser shall be in place at the time of paving for that particular section containing the utility. A representative of the related utility company will provide the risers at no charge to the contractor. A representative of Jefferson County will arrange for the risers to be delivered to the job site. For utility vaults located directly in the wheel path of a traffic lane, the contractor make an effort to provide a smooth riding surface by either coldmilling around the utility vault or installing a utility riser to meet the propose surface elevation. For all other locations the final pavement level shall not exceed 1 inch higher than the top of riser. No direct payment will be made for the installation of utility risers by the contractor. Coldmilling, If required, shall be paid for in accordance with the job special provisions titled "MODIFIED COLDMILLING (DEPTH TRANSITIONS)".

## **J. PRICE INDEX OPTION FOR BITUMINOUS MATERIAL**

Asphalt Cement Price Index adjustments will be made to the payments due the Contractor for any plant mix bituminous base, plant mix bituminous pavement, and plant mix bituminous surface leveling that contains PG64-22, PG70-22 or PG76-22 when it has been determined that the monthly average price of PG64-22 for St. Louis, Missouri area has fluctuated from the monthly average price of the month the project was bid. The St. Louis, Missouri "Asphalt Price Index" will be obtained from MoDOT' website:

[http://www.modot.mo.gov/business/contractor\\_resources/bid\\_opening\\_info/bidGenInfo.shtml](http://www.modot.mo.gov/business/contractor_resources/bid_opening_info/bidGenInfo.shtml)

The monthly base price, established prior to the bid opening, shall apply to payment estimates for the following month.

The adjusted contract unit price will be applied to the actual amount of asphalt binder used by the Contractor for all asphalt items. The adjustment will be applied to projects that have a quantity of asphalt wet ton mix pay items over 1000 tons. The percentage of virgin asphalt as shown in the job mix formula, in accordance with Sec 401, Sec 403 and Sec 413, will be the basis for adjustments for any asphalt mix type placed on the project during the monthly index period. The effective asphalt obtained from the use of Recycled Asphalt Pavement (RAP) and/or Recycled Asphalt Shingles (RAS) will not be eligible for adjustment. The base price index for PG64-22 will be applied to the asphalt mix for mixes using PG64-22, PG70-22 or PG76-22.

**Basis of Payment** To determine the adjustment for any material specified in this provision the following formula will be used.

$$A = (B \times C) \times (D-E)$$

Where: A = Adjustment for mix placed during monthly average index period

B = Tons of Mix Placed during the monthly average index period

C = % of virgin asphalt binder as listed in the job mix formula in use

D = Asphalt Price Index, as published by MoDOT for the month prior to the month of mix placement (*Ex: if asphalt material placed in August, use Price Index listed for July*)

E = Asphalt Price Index, as published by MoDOT for the month prior to the letting (*Ex: if project bid in June, use Price Index listed for May*)

The engineer will make adjustment payments, as defined above, for the applicable work completed during each month except for projects on which the contractor is being charged liquidated damages, due to working beyond the project completion date, in accordance with Sec 108. In this case, the "D" value used for the price adjustment will be either the last "D" value prior to the date that liquidated damage assessment began or the current monthly "D" value, whichever is lower. If the contractor is being charged liquidated damages due to the contract being beyond the project completion date and the current months "D" value results in a deduction, then the current monthly "D" value will be used.

**Optional** This provision is optional. If the bidder wishes to be bound by this provision, the bidder shall execute the acceptance form in the Bid. Failure by the bidder to execute the acceptance form will be interpreted to mean election to not participate in the Asphalt Cement Price Index. If the Asphalt Cement Price Index is accepted, asphalt binder for the project will not be eligible for a material allowance as described in Sec 109.

#### **K. REMOVE AND RE-INSTALL SIGN ASSEMBLY**

This bid item shall consist of removing an existing crosswalk sign and supports (near the Seckman School crosswalk), placing the sign on a temporary mobile support, and re-installing the sign with supports back at its original location. The contractor shall be responsible for any damage to the sign or supports. Re-installation of the supports may require the contractor to pre-bore a hole through the asphalt pavement.

The unit of measurement shall be "EACH". The unit bid price shall be for labor and material, including replacement of any damaged sign panels or support posts, at the unit bid per each. Measurement shall be based on each unit removed and re-installed.

#### **L. STANDARD DRAWINGS**

The following MoDOT Standard Plans shall be used to supplement the construction plans. The latest version of these standard drawings can be found on MoDOT's website at [http://www.modot.org/business/standards\\_and\\_specs/currentstandardplans.htm](http://www.modot.org/business/standards_and_specs/currentstandardplans.htm)

Standard No.	Drawing Title
616.10	Temporary Traffic Control Devices
620.10	Temporary Pavement Markings
903.03	Sign Mounting Details

# **General Special Provisions**

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COOPERATION WITH UTILITIES

SUBLETTING, WARRANTIES, GUARANTEES, INSPECTION & TRAFFIC CONTROL

STORMWATER POLLUTION PREVENTION PLAN (SWPPP)

# **AFFIDAVIT COMPLIANCE WITH THE PREVAILING WAGE LAW**

Before me, the undersigned Notary Public, in and for the County of \_\_\_\_\_, State of \_\_\_\_\_, personally came and appeared \_\_\_\_\_

(Name)

(Title)

(Company Name)

(a corporation)(a partnership)(a proprietorship) and after being duly sworn did depose and say that all provisions and requirements set out in Chapter 290, Sections 290.210 through and including 290.340, Missouri Revised Statutes, pertaining to the payment of wages to workers employed on public works projects have been fully satisfied and there has been no exception to the full and complete compliance with said provisions and requirements with Wage Determination No. \_\_\_\_\_ or Annual Wage Order No. \_\_\_\_\_ issued by the Division of Labor Standards on project \_\_\_\_\_.

(Job Number)

(Route or location, if building construction)

County, Missouri, and completed on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

---

**Signature**

Subscribed and sworn to me this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

My commission expires \_\_\_\_\_, 20\_\_\_\_\_.  
*(Handwritten signature)*

## Notary Public

(Revised 03-23-00)

## COOPERATION WITH UTILITIES

All utility facilities and appurtenances within the project limits shall be located or relocated by the utility owner, unless otherwise specified. Locations of these utilities will be provided by the utility owners and may not be exact, particularly with regard to underground installations. The contractor shall call for locates prior to the start of any work.

The contractor shall lead the efforts to coordinate with utility owners and the engineer in the location and relocation of utility facilities to minimize effects upon the contractor's work, interruption to utility service and duplication of work by the utility owners. Facilities or appurtenances that are to remain in place during construction shall be accounted for and protected by the contractor's work procedures.

In the event utility services are interrupted as a result of damage within the project limits, the contractor shall notify the appropriate utility authorities and cooperate with the utility owners until service has been restored. Work shall not begin around fire hydrants until provisions for continued service have been made and approved by the local fire authority.

When the failure of the owners of utility facilities to cooperate and coordinate their work with that of the contractor results in actual delay to the contractor in the overall completion of the contractor's work, such delay will be considered in the count of working days or date specified for completion as contractor's sole compensation from the County, provided the contractor notified the engineer in writing of the delay at the time the delay occurred.

The contractor shall use every precaution to prevent damage to all public and private utilities. Repairs to damaged utilities caused by negligent or wrongful acts or omissions on the part of the contractor shall be corrected at the contractor's expense. Damaged facilities shall be restored to a condition similar or equal to that existing before the damage occurred. The utility will designate who shall repair the damaged facility and the contractor shall not make repairs without utility approval.

Should there be located within the right of way any public or private utility facilities that are to remain in place and which will interfere with the contractor's proposed methods of operation, the contractor, in cooperation with the engineer, shall make all necessary arrangements with the owner for any temporary or permanent removal or relocation of such facilities desired for the contractor's convenience. Any cost involved shall be at the contractor's expense.

If utility facilities or appurtenances are found that are not noted in the contract documents and could not be discovered in accordance with [Sec 102.5 of the Missouri Standard Specifications](#), the engineer shall be notified in writing as soon as possible of the conflict and will determine whether relocation of the utility is necessary to accommodate construction. If relocation is necessary, the contractor will make the necessary arrangements with the utility owner. Compensation for the relocation of utilities will be worked out between the County and the utility owner prior to the relocation of any utility. No additional compensation will be made to the contractor for coordinating the location and/or relocation of utilities.

## **SUBLETTING OR ASSIGNING THE CONTRACT**

The bidder is specifically advised that any person, firm or other party to whom it is proposed to award a subcontract under this contract must be acceptable to the County.

Second tier subcontracting will not be permitted on this project. It will be the responsibility of the Contractor to insure that his subcontractors do not, in turn, subcontract any portion of the work.

The Contractor shall furnish to the County a signed copy of all subcontracts at or before the pre-construction meeting. This applies to Federal and local projects.

The Prime Contractor must be on MoDOT's approved Contractor Listing unless otherwise stipulated in the contract. The Prime Contractor must also perform with its own organization, contract work amounting to not less than 30% of the total original contract price. This applies to Federal and local projects.

## **WARRANTIES AND GUARANTEES**

Clauses that require the contractor to guarantee materials and workmanship and otherwise maintain the work for a specified period after satisfactory completion and final acceptance will not be approved. This is not even permissible as a non-participating bid item.

Routine warranties or guarantees provided by a manufacturer are valid. Contractors' warranties or guarantees providing for satisfactory in-service operation of mechanical and electrical equipment and relates components for a period not to exceed six (6) months following project acceptance are permissible.

## **INSPECTION BY JEFFERSON COUNTY, MoDOT and FHWA**

The Contractor shall assure that representatives of the County, MoDOT, and FHWA shall have the opportunity at any time to inspect and review the work done by the Contractor and his subcontractors on this project and shall grant them access to all parts of the work.

## **MATERIAL TESTING**

All project sampling and testing of materials shall be performed by the County or by a consultant employed by the County. The Contractor shall assure that representatives of the County, consultants employed by the County, or MoDOT, has the opportunity to sample and test materials used on this project. Acceptance testing specified to be conducted by LPA or Consultant hired by LPA. Inspector must be MoDOT Certified (EPG 136.11.17.1 and EPG 106.18). Costs associated with providing the sample materials shall be incidental to the cost of the project.

## **TRAFFIC CONTROL**

The Traffic Control Plan for this project must follow the Federal Highway Administration's Manual On Uniform Traffic Control Devices (MUTCD 2009) for all traffic control operations.

# **STORM WATER POLLUTION PREVENTION PLAN (SWPPP)**

The County's Storm Water Pollution Prevention Plan will be as stated in this General Special Provision and/or as shown on the plans.

The primary purpose of this plan is to protect the public and waterways from the adverse effects of construction.

For all of Jefferson County projects, the County's "Erosion and Sediment Control/Storm Water Management Design Manual" shall be followed. A copy of that manual is available on the Jefferson County website at:

<http://www.jeffcomo.org/StormwaterErosion.aspx?nodeID=StormwaterDivision>

For projects without a drawing showing erosion and sediment control measures, the Engineer or his representative will direct what measures are to be used and where they will be placed. Pay items for these measures will be in the table of "ESTIMATED QUANTITIES". Any measures not covered by a pay item or not specifically addressed on the Plans or Specifications will be by negotiated price.

Maintenance of any item utilized, will be considered incidental to that pay item. Maintenance shall be considered as the repair or replacement of any measure paid for, but not properly functioning before final acceptance of the project. Maintenance shall take place at the time as directed by the Engineer.

Concrete wash down pits shall be utilized for the washing of all concrete trucks. The pits shall be of adequate size to handle all wash down water. The pits shall be lined with a plastic liner (10 mil minimum) to prevent the seepage of the water into the adjoining ground. Berms may be necessary to prevent the migration of any splash water into the streams. The hardened waste from the wash down pits shall be removed and broken into pieces no larger than one cubic foot. The waste concrete pieces may be used as revetment, but will not be considered in measurement for payment. The cost of the wash down pits, berms and disposal shall be incidental to the cost of the concrete.

Any spillage of hazardous waste shall be cleaned up by the Contractor at no additional cost to the Owner. Measures shall be taken to ensure that no hazardous waste reaches a stream or adjoining property.

Any fines assessed for not following the SWPPP, will be the sole responsibility of the Contractor. If the Owner is fined by a State or Federal agency, liquidated damages in the amount of the fine will be charged to the Contractor by the Owner. Contractor agrees that it shall remit payment for said liquidated damages immediately upon request by Owner. Failure to do so may, at the Owner's option, be considered a breach of contract thereby entitling Owner to such other damages as may result. These damages shall be in addition to the liquidated damages described in this paragraph.

Support:

16 An example of a one-lane, two-way traffic taper is shown in Figure 6C-3.

## **Section 6C.09 Detours and Diversions**

Support:

01 A detour is a temporary rerouting of road users onto an existing highway in order to avoid a TTC zone.

Guidance:

02 Detours should be clearly signed over their entire length so that road users can easily use existing highways to return to the original highway.

Support:

03 A diversion is a temporary rerouting of road users onto a temporary highway or alignment placed around the work area.

## **Section 6C.10 One-Lane, Two-Way Traffic Control**

Standard:

01 **Except as provided in Paragraph 5, when traffic in both directions must use a single lane for a limited distance, movements from each end shall be coordinated.**

Guidance:

02 *Provisions should be made for alternate one-way movement through the constricted section via methods such as flagger control, a flag transfer, a pilot car, traffic control signals, or stop or yield control.*

03 *Control points at each end should be chosen to permit easy passing of opposing lanes of vehicles.*

04 *If traffic on the affected one-lane roadway is not visible from one end to the other, then flagging procedures, a pilot car with a flagger used as described in Section 6C.13, or a traffic control signal should be used to control opposing traffic flows.*

Option:

05 If the work space on a low-volume street or road is short and road users from both directions are able to see the traffic approaching from the opposite direction through and beyond the worksite, the movement of traffic through a one-lane, two-way constriction may be self-regulating.

## **Section 6C.11 Flagger Method of One-Lane, Two-Way Traffic Control**

Guidance:

01 *Except as provided in Paragraph 2, traffic should be controlled by a flagger at each end of a constricted section of roadway. One of the flaggers should be designated as the coordinator. To provide coordination of the control of the traffic, the flaggers should be able to communicate with each other orally, electronically, or with manual signals. These manual signals should not be mistaken for flagging signals.*

Option:

02 When a one-lane, two-way TTC zone is short enough to allow a flagger to see from one end of the zone to the other, traffic may be controlled by either a single flagger or by a flagger at each end of the section.

Guidance:

03 *When a single flagger is used, the flagger should be stationed on the shoulder opposite the constriction or work space, or in a position where good visibility and traffic control can be maintained at all times. When good visibility and traffic control cannot be maintained by one flagger station, traffic should be controlled by a flagger at each end of the section.*

## **Section 6C.12 Flag Transfer Method of One-Lane, Two-Way Traffic Control**

Support:

01 The driver of the last vehicle proceeding into the one-lane section is given a red flag (or other token) and instructed to deliver it to the flagger at the other end. The opposite flagger, upon receipt of the flag, then knows that traffic can be permitted to move in the other direction. A variation of this method is to replace the use of a flag with an official pilot car that follows the last road user vehicle proceeding through the section.

Guidance:

02 *The flag transfer method should be employed only where the one-way traffic is confined to a relatively short length of a road, usually no more than 1 mile in length.*

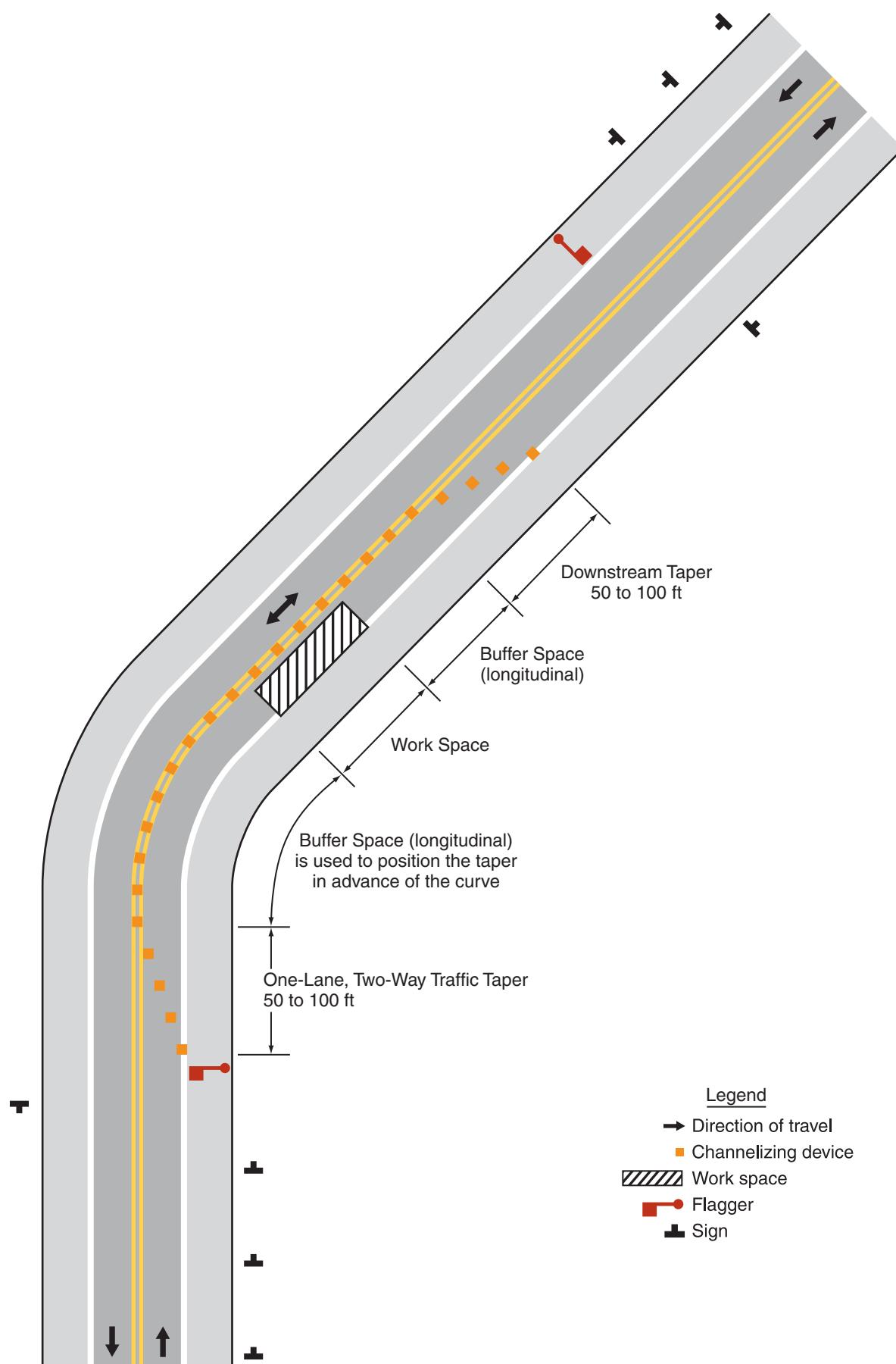
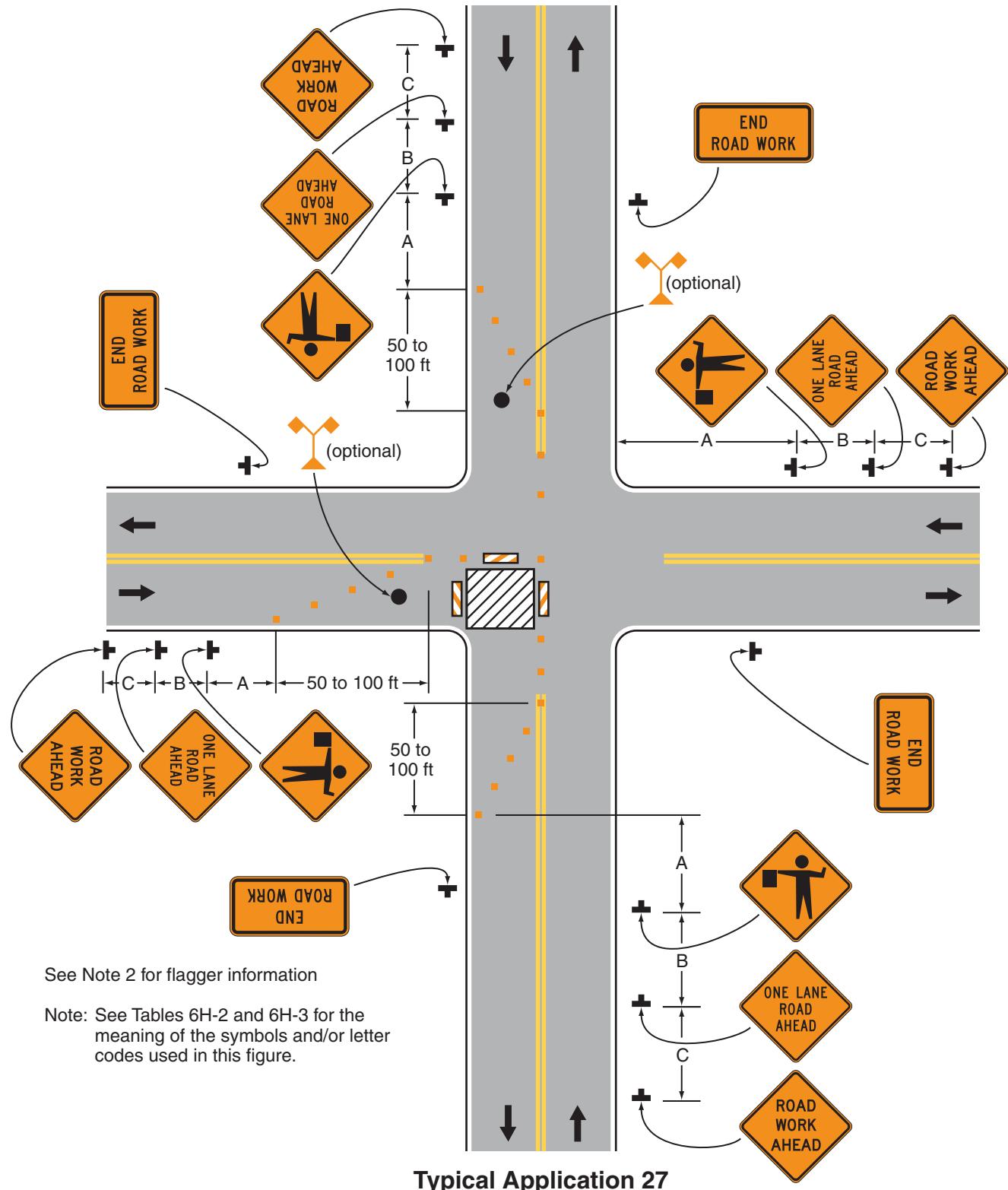
**Figure 6C-3. Example of a One-Lane, Two-Way Traffic Taper**

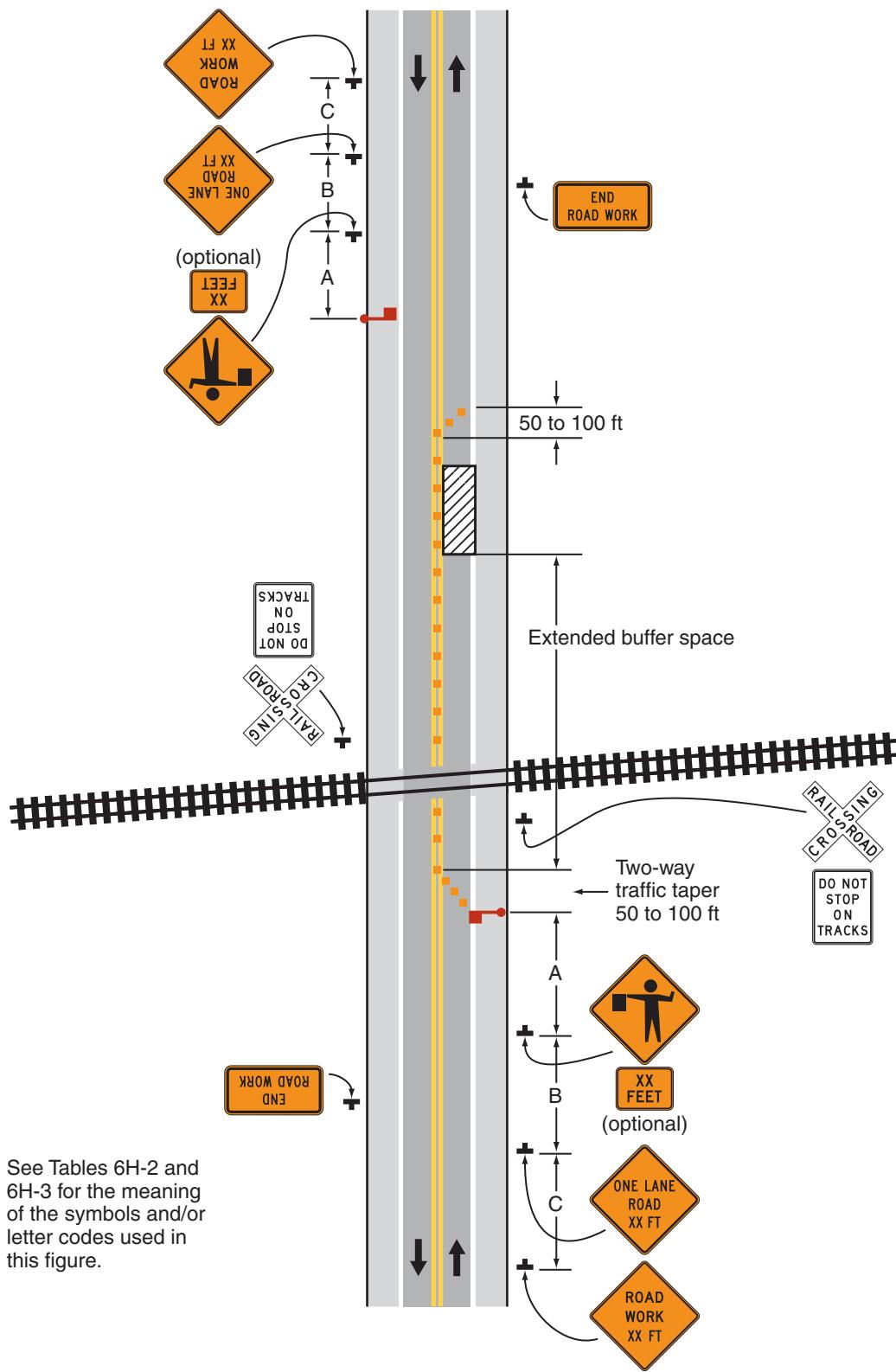
Figure 6H-27. Closure at the Side of an Intersection (TA-27)



See Note 2 for flagger information

Note: See Tables 6H-2 and 6H-3 for the meaning of the symbols and/or letter codes used in this figure.

Figure 6H-46. Work in the Vicinity of a Grade Crossing (TA-46)



### **Section 6C.13 Pilot Car Method of One-Lane, Two-Way Traffic Control**

Option:

01 A pilot car may be used to guide a queue of vehicles through the TTC zone or detour.

*Guidance:*

02 *The pilot car should have the name of the contractor or contracting authority prominently displayed.*

**Standard:**

03 The PILOT CAR FOLLOW ME (G20-4) sign (see Section 6F.58) shall be mounted on the rear of the pilot vehicle.

04 A flagger shall be stationed on the approach to the activity area to control vehicular traffic until the pilot vehicle is available.

### **Section 6C.14 Temporary Traffic Control Signal Method of One-Lane, Two-Way Traffic Control**

Option:

01 Traffic control signals may be used to control vehicular traffic movements in one-lane, two-way TTC zones (see Figure 6H-12 and Chapter 4H).

### **Section 6C.15 Stop or Yield Control Method of One-Lane, Two-Way Traffic Control**

Option:

01 STOP or YIELD signs may be used to control traffic on low-volume roads at a one-lane, two-way TTC zone when drivers are able to see the other end of the one-lane, two-way operation and have sufficient visibility of approaching vehicles.

*Guidance:*

02 *If the STOP or YIELD sign is installed for only one direction, then the STOP or YIELD sign should face road users who are driving on the side of the roadway that is closed for the work activity area.*

**Guidance:**

07 *If a pushbutton is used to provide equivalent TTC information to pedestrians with visual disabilities, the pushbutton should be equipped with a locator tone to notify pedestrians with visual disabilities that a special accommodation is available, and to help them locate the pushbutton.*

**Section 6D.03 Worker Safety Considerations****Support:**

01 Equally as important as the safety of road users traveling through the TTC zone is the safety of workers. TTC zones present temporary and constantly changing conditions that are unexpected by the road user. This creates an even higher degree of vulnerability for workers on or near the roadway.

02 Maintaining TTC zones with road user flow inhibited as little as possible, and using TTC devices that get the road user's attention and provide positive direction are of particular importance. Likewise, equipment and vehicles moving within the activity area create a risk to workers on foot. When possible, the separation of moving equipment and construction vehicles from workers on foot provides the operator of these vehicles with a greater separation clearance and improved sight lines to minimize exposure to the hazards of moving vehicles and equipment.

**Guidance:**

03 *The following are the key elements of worker safety and TTC management that should be considered to improve worker safety:*

- A. *Training—all workers should be trained on how to work next to motor vehicle traffic in a way that minimizes their vulnerability. Workers having specific TTC responsibilities should be trained in TTC techniques, device usage, and placement.*
- B. *Temporary Traffic Barriers—temporary traffic barriers should be placed along the work space depending on factors such as lateral clearance of workers from adjacent traffic, speed of traffic, duration and type of operations, time of day, and volume of traffic.*
- C. *Speed Reduction—reducing the speed of vehicular traffic, mainly through regulatory speed zoning, funneling, lane reduction, or the use of uniformed law enforcement officers or flaggers, should be considered.*
- D. *Activity Area—planning the internal work activity area to minimize backing-up maneuvers of construction vehicles should be considered to minimize the exposure to risk.*
- E. *Worker Safety Planning—a trained person designated by the employer should conduct a basic hazard assessment for the worksite and job classifications required in the activity area. This safety professional should determine whether engineering, administrative, or personal protection measures should be implemented. This plan should be in accordance with the Occupational Safety and Health Act of 1970, as amended, “General Duty Clause” Section 5(a)(1) - Public Law 91-596, 84 Stat. 1590, December 29, 1970, as amended, and with the requirement to assess worker risk exposures for each job site and job classification, as per 29 CFR 1926.20 (b)(2) of “Occupational Safety and Health Administration Regulations, General Safety and Health Provisions” (see Section 1A.11).*

**Standard:**

04 All workers, including emergency responders, within the right-of-way who are exposed either to traffic (vehicles using the highway for purposes of travel) or to work vehicles and construction equipment within the TTC zone shall wear high-visibility safety apparel that meets the Performance Class 2 or 3 requirements of the ANSI/ISEA 107-2004 publication entitled “American National Standard for High-Visibility Safety Apparel and Headwear” (see Section 1A.11), or equivalent revisions, and labeled as meeting the ANSI 107-2004 standard performance for Class 2 or 3 risk exposure, except as provided in Paragraph 5. A person designated by the employer to be responsible for worker safety shall make the selection of the appropriate class of garment.

**Option:**

05 Emergency and incident responders and law enforcement personnel within the TTC zone may wear high-visibility safety apparel that meets the performance requirements of the ANSI/ISEA 207-2006 publication entitled “American National Standard for High-Visibility Public Safety Vests” (see Section 1A.11), or equivalent revisions, and labeled as ANSI 207-2006, in lieu of ANSI/ISEA 107-2004 apparel.

**Standard:**

06 When uniformed law enforcement personnel are used to direct traffic, to investigate crashes, or to handle lane closures, obstructed roadways, and disasters, high-visibility safety apparel as described in this Section shall be worn by the law enforcement personnel.

**Standard:**

08 When standard orange flags or flashing warning lights are used in conjunction with signs, they shall not block the sign face.

09 Except as provided in Section 2A.11, the sizes for TTC signs and plaques shall be as shown in Table 6F-1. The sizes in the minimum column shall only be used on local streets or roadways where the 85th-percentile speed or posted speed limit is less than 35 mph.

Option:

10 The dimensions of signs and plaques shown in Table 6F-1 may be increased wherever necessary for greater legibility or emphasis.

**Standard:**

11 Deviations from standard sizes as prescribed in this Manual shall be in 6-inch increments.

Support:

12 Sign design details are contained in the "Standard Highway Signs and Markings" book (see Section 1A.11).

13 Section 2A.06 contains additional information regarding the design of signs, including an Option allowing the development of special word message signs if a standard word message or symbol sign is not available to convey the necessary regulatory, warning, or guidance information.

**Standard:**

14 All signs used at night shall be either retroreflective with a material that has a smooth, sealed outer surface or illuminated to show the same shape and similar color both day and night.

15 The requirement for sign illumination shall not be considered to be satisfied by street, highway, or strobe lighting.

Option:

16 Sign illumination may be either internal or external.

17 Signs may be made of rigid or flexible material.

### **Section 6F.03 Sign Placement**

*Guidance:*

01 Signs should be located on the right-hand side of the roadway unless otherwise provided in this Manual.

Option:

02 Where special emphasis is needed, signs may be placed on both the left-hand and right-hand sides of the roadway. Signs mounted on portable supports may be placed within the roadway itself. Signs may also be mounted on or above barricades.

Support:

03 The provisions of this Section regarding mounting height apply unless otherwise provided for a particular sign elsewhere in this Manual.

**Standard:**

04 The minimum height, measured vertically from the bottom of the sign to the elevation of the near edge of the pavement, of signs installed at the side of the road in rural areas shall be 5 feet (see Figure 6F-1).

05 The minimum height, measured vertically from the bottom of the sign to the top of the curb, or in the absence of curb, measured vertically from the bottom of the sign to the elevation of the near edge of the traveled way, of signs installed at the side of the road in business, commercial, or residential areas where parking or pedestrian movements are likely to occur, or where the view of the sign might be obstructed, shall be 7 feet (see Figure 6F-1).

06 The minimum height, measured vertically from the bottom of the sign to the sidewalk, of signs installed above sidewalks shall be 7 feet.

Option:

07 The height to the bottom of a secondary sign mounted below another sign may be 1 foot less than the height provided in Paragraphs 4 through 6.

*Guidance:*

08 Neither portable nor permanent sign supports should be located on sidewalks, bicycle facilities, or areas designated for pedestrian or bicycle traffic. If the bottom of a secondary sign that is mounted below another sign is mounted lower than 7 feet above a pedestrian sidewalk or pathway (see Section 6D.02), the secondary sign should not project more than 4 inches into the pedestrian facility.

**Table 6F-1. Temporary Traffic Control Zone Sign and Plaque Sizes (Sheet 1 of 3)**

Sign or Plaque	Sign Designation	Section	Conventional Road	Freeway or Expressway	Minimum
Stop	R1-1	6F.06	30 x 30*	—	—
Stop (on Stop/Slow Paddle)	R1-1	6E.03	18 x 18	—	—
Yield	R1-2	6F.06	36 x 36 x 36*	—	30 x 30 x 30
To Oncoming Traffic (plaque)	R1-2aP	6F.06	36 x 30	48 x 36	24 x 18
Wait on Stop	R1-7	6E.05	24 x 30	24 x 30	—
Go on Slow	R1-8	6E.05	24 x 30	24 x 30	—
Speed Limit	R2-1	6F.12	24 x 30*	36 x 48	—
Fines Higher (plaque)	R2-6P	6F.12	24 x 18	36 x 24	—
Fines Double (plaque)	R2-6aP	6F.12	24 x 18	36 x 24	—
\$XX Fine (plaque)	R2-6bP	6F.12	24 x 18	36 x 24	—
Begin Higher Fines Zone	R2-10	6F.12	24 x 30	36 x 48	—
End Higher Fines Zone	R2-11	6F.12	24 x 30	36 x 48	—
End Work Zone Speed Limit	R2-12	6F.12	24 x 36	36 x 54	—
Movement Prohibition	R3-1,2,3,4,18,27	6F.06	24 x 24*	36 x 36	—
Mandatory Movement (1 lane)	R3-5	6F.06	30 x 36	—	—
Optional Movement (1 lane)	R3-6	6F.06	30 x 36	—	—
Mandatory Movement (text)	R3-7	6F.06	30 x 30*	—	—
Advance Intersection Lane Control	R3-8	6F.06	Varies x 30	—	—
Do Not Pass	R4-1	6F.06	24 x 30	36 x 48	—
Pass With Care	R4-2	6F.06	24 x 30	36 x 48	—
Keep Right	R4-7	6F.06	24 x 30	36 x 48	—
Narrow Keep Right	R4-7c	6F.06	18 x 30	—	—
Stay in Lane	R4-9	6F.11	24 x 30	36 x 48	—
Do Not Enter	R5-1	6F.06	30 x 30*	36 x 36	—
Wrong Way	R5-1a	6F.06	36 x 24*	42 x 30	—
One Way	R6-1	6F.06	36 x 12*	54 x 18	—
One Way	R6-2	6F.06	24 x 30*	36 x 48	—
No Parking (symbol)	R8-3	6F.06	24 x 24	36 x 36	—
Pedestrian Crosswalk	R9-8	6F.13	36 x 18	—	—
Sidewalk Closed	R9-9	6F.14	24 x 12	—	—
Sidewalk Closed, Use Other Side	R9-10	6F.14	24 x 12	—	—
Sidewalk Closed Ahead, Cross Here	R9-11	6F.14	24 x 18	—	—
Sidewalk Closed, Cross Here	R9-11a	6F.14	24 x 12	—	—
Road Closed	R11-2	6F.08	48 x 30	—	—
Road Closed - Local Traffic Only	R11-3a,3b,4	6F.09	60 x 30	—	—
Weight Limit	R12-1,2	6F.10	24 x 30	36 x 48	—
Weight Limit (with symbols)	R12-5	6F.10	24 x 36	36 x 48	—
Turn and Curve Signs	W1-1,2,3,4	6F.16	36 x 36	48 x 48	30 x 30
Reverse Curve (2 or more lanes)	W1-4b,4c	6F.48	36 x 36	48 x 48	30 x 30
One-Direction Large Arrow	W1-6	6F.16	48 x 24	60 x 30	—
Chevron	W1-8	6F.16	18 x 24	30 x 36	—
Stop Ahead	W3-1	6F.16	36 x 36	48 x 48	30 x 30
Yield Ahead	W3-2	6F.16	36 x 36	48 x 48	30 x 30
Signal Ahead	W3-3	6F.16	36 x 36	48 x 48	30 x 30
Be Prepared to Stop	W3-4	6F.16	36 x 36	48 x 48	30 x 30
Reduced Speed Limit Ahead	W3-5	6F.16	36 x 36	48 x 48	30 x 30

**Table 6F-1. Temporary Traffic Control Zone Sign and Plaque Sizes (Sheet 2 of 3)**

Sign or Plaque	Sign Designation	Section	Conventional Road	Freeway or Expressway	Minimum
XX MPH Speed Zone Ahead	W3-5a	6F.16	36 x 36	48 x 48	30 x 30
Merging Traffic	W4-1,5	6F.16	36 x 36	48 x 48	36 x 36
Lane Ends	W4-2	6F.24	36 x 36	48 x 48	30 x 30
Added Lane	W4-3,6	6F.16	36 x 36	48 x 48	30 x 30
No Merge Area (plaque)	W4-5P	6F.16	18 x 24	24 x 30	—
Road Narrows	W5-1	6F.16	36 x 36	48 x 48	30 x 30
Narrow Bridge	W5-2	6F.16	36 x 36	48 x 48	30 x 30
One Lane Bridge	W5-3	6F.16	36 x 36	48 x 48	30 x 30
Ramp Narrows	W5-4	6F.26	36 x 36	48 x 48	30 x 30
Divided Highway	W6-1	6F.16	36 x 36	48 x 48	30 x 30
Divided Highway Ends	W6-2	6F.16	36 x 36	48 x 48	30 x 30
Two-Way Traffic	W6-3	6F.32	36 x 36	48 x 48	30 x 30
Two-Way Traffic	W6-4	6F.76	12 x 18	12 x 18	—
Hill (symbol)	W7-1	6F.16	36 x 36	48 x 48	30 x 30
Next XX Miles (plaque)	W7-3aP	6F.53	24 x 18	36 x 30	—
Bump	W8-1	6F.16	36 x 36	48 x 48	30 x 30
Dip	W8-2	6F.16	36 x 36	48 x 48	30 x 30
Pavement Ends	W8-3	6F.16	36 x 36	48 x 48	30 x 30
Soft Shoulder	W8-4	6F.44	36 x 36	48 x 48	30 x 30
Slippery When Wet	W8-5	6F.16	36 x 36	48 x 48	30 x 30
Truck Crossing	W8-6	6F.36	36 x 36	48 x 48	30 x 30
Loose Gravel	W8-7	6F.16	36 x 36	48 x 48	30 x 30
Rough Road	W8-8	6F.16	36 x 36	48 x 48	30 x 30
Low Shoulder	W8-9	6F.44	36 x 36	48 x 48	30 x 30
Uneven Lanes	W8-11	6F.45	36 x 36	48 x 48	30 x 30
No Center Line	W8-12	6F.47	36 x 36	48 x 48	30 x 30
Fallen Rocks	W8-14	6F.16	36 x 36	48 x 48	30 x 30
Grooved Pavement	W8-15	6F.16	36 x 36	48 x 48	30 x 30
Motorcycle (plaque)	W8-15P	6F.54	24 x 18	30 x 24	—
Shoulder Drop Off (symbol)	W8-17	6F.44	36 x 36	48 x 48	30 x 30
Shoulder Drop-Off (plaque)	W8-17P	6F.44	24 x 18	30 x 24	—
Road May Flood	W8-18	6F.16	36 x 36	48 x 48	24 x 24
No Shoulder	W8-23	6F.16	36 x 36	48 x 48	30 x 30
Steel Plate Ahead	W8-24	6F.46	36 x 36	48 x 48	30 x 30
Shoulder Ends	W8-25	6F.16	36 x 36	48 x 48	30 x 30
Lane Ends	W9-1,2	6F.16	36 x 36	48 x 48	30 x 30
Center Lane Closed Ahead	W9-3	6F.23	36 x 36	48 x 48	30 x 30
Grade Crossing Advance Warning	W10-1	6F.16	36 dia.	—	—
Truck	W11-10	6F.36	36 x 36	48 x 48	30 x 30
Double Arrow	W12-1	6F.16	30 x 30	—	—
Low Clearance	W12-2	6F.16	36 x 36	48 x 48	30 x 30
Advisory Speed (plaque)	W13-1P	6F.52	24 x 24	30 x 30	18 x 18
On Ramp (plaque)	W13-4P	6F.25	36 x 36	36 x 36	—
No Passing Zone (pennant)	W14-3	6F.16	48 x 48 x 36	64 x 64 x 48	40 x 40 x 30
XX Feet (plaque)	W16-2P	6F.16	24 x 18	30 x 24	—
Road Work (with distance)	W20-1	6F.18	36 x 36	48 x 48	30 x 30

**Table 6F-1. Temporary Traffic Control Zone Sign and Plaque Sizes (Sheet 3 of 3)**

Sign or Plaque	Sign Designation	Section	Conventional Road	Freeway or Expressway	Minimum
Detour (with distance)	W20-2	6F.19	36 x 36	48 x 48	30 x 30
Road (Street) Closed (with distance)	W20-3	6F.20	36 x 36	48 x 48	30 x 30
One Lane Road (with distance)	W20-4	6F.21	36 x 36	48 x 48	30 x 30
Lane(s) Closed (with distance)	W20-5,5a	6F.22	36 x 36	48 x 48	30 x 30
Flagger (symbol)	W20-7	6F.31	36 x 36	48 x 48	30 x 30
Flagger	W20-7a	6F.31	36 x 36	48 x 48	30 x 30
Slow (on Stop/Slow Paddle)	W20-8	6E.03	18 x 18	—	—
Workers	W21-1,1a	6F.33	36 x 36	48 x 48	30 x 30
Fresh Oil (Tar)	W21-2	6F.34	36 x 36	48 x 48	30 x 30
Road Machinery Ahead	W21-3	6F.35	36 x 36	48 x 48	30 x 30
Slow Moving Vehicle	W21-4	6G.06	36 x 18	—	—
Shoulder Work	W21-5	6F.37	36 x 36	48 x 48	30 x 30
Shoulder Closed	W21-5a	6F.37	36 x 36	48 x 48	30 x 30
Shoulder Closed (with distance)	W21-5b	6F.37	36 x 36	48 x 48	30 x 30
Survey Crew	W21-6	6F.38	36 x 36	48 x 48	30 x 30
Utility Work Ahead	W21-7	6F.39	36 x 36	48 x 48	30 x 30
Mowing Ahead	W21-8	6G.06	36 x 36	48 x 48	30 x 30
Blasting Zone Ahead	W22-1	6F.41	36 x 36	48 x 48	30 x 30
Turn Off 2-Way Radio and Cell Phone	W22-2	6F.42	42 x 36	42 x 36	—
End Blasting Zone	W22-3	6F.43	42 x 36	42 x 36	36 x 30
Slow Traffic Ahead	W23-1	6F.27	48 x 24	48 x 24	—
New Traffic Pattern Ahead	W23-2	6F.30	36 x 36	48 x 48	30 x 30
Double Reverse Curve (1 lane)	W24-1	6F.49	36 x 36	48 x 48	30 x 30
Double Reverse Curve (2 lanes)	W24-1a	6F.49	36 x 36	48 x 48	30 x 30
Double Reverse Curve (3 lanes)	W24-1b	6F.49	36 x 36	48 x 48	30 x 30
All Lanes	W24-1cP	6F.49	24 x 24	30 x 30	—
Road Work Next XX Miles	G20-1	6F.56	36 x 18	48 x 24	—
End Road Work	G20-2	6F.57	36 x 18	48 x 24	—
Pilot Car Follow Me	G20-4	6F.58	36 x 18	—	—
Work Zone (plaque)	G20-5aP	6F.12	24 x 18	36 x 24	—
Exit Open	E5-2	6F.28	48 x 36	48 x 36	—
Exit Closed	E5-2a	6F.28	48 x 36	48 x 36	—
Exit Only	E5-3	6F.29	48 x 36	48 x 36	—
Detour	M4-8	6F.59	24 x 12	30 x 15	—
End Detour	M4-8a	6F.59	24 x 18	24 x 18	—
End	M4-8b	6F.59	24 x 12	24 x 12	—
Detour	M4-9	6F.59	30 x 24	48 x 36	—
Bike/Pedestrian Detour	M4-9a	6F.59	30 x 24	—	—
Pedestrian Detour	M4-9b	6F.59	30 x 24	—	—
Bike Detour	M4-9c	6F.59	30 x 24	—	—
Detour	M4-10	6F.59	48 x 18	—	—

\* See Table 2B-1 for minimum size required for signs facing traffic on multi-lane conventional roads

Notes: 1. Larger signs may be used wherever necessary for greater legibility or emphasis  
 2. Dimensions are shown in inches and are shown as width x height

## Sign Spacing, Device Spacing and Channelizing Taper Lengths

TAPER LENGTHS AND SPACING OF CHANNELIZING DEVICES			
SPEED MPH (P)	MINIMUM TAPER LENGTHS (L) FOR LATERAL SHIFTS (W)	MAXIMUM CHANNELIZER SPACING	THROUGH TAPER THROUGH WORK AREA
10 FT	11 FT	12 FT	35 FT
0-35	205 FT	225 FT	45 FT
40-45	450 FT	495 FT	540 FT
50-55	550 FT	605 FT	660 FT
60-70	700 FT	770 FT	840 FT

TAPER LENGTHS AND END TREATMENTS FOR CONCRETE BARRIER			
SPEED MPH (P)	MINIMUM TAPER LENGTHS FOR LANE WIDTHS (3)	TAPER LENGTHS FOR LANE WIDTHS (3)	END TREATMENT (4)
10 FT	11 FT	12 FT	50 FT
<40	160 FT	168 FT	176 FT
240	160 FT	168 FT	176 FT

SIGN SPACING FOR ADVANCE SIGN SERIES (1) (2)			
POSTED SPEED MPH (P)	NON-DIVIDED HIGHWAYS (S)	DIVIDED HIGHWAYS (S)	NOTES:
0-35	200 FT	200 FT	(1) SPACING BETWEEN SIGNS AND SPACING BETWEEN LAST SIGN AND FLAGGER, BEGINNING OF TAPER, OR SIGNED CONDITION.
40-45	350 FT	500 FT	(2) SPACINGS MAY BE ADJUSTED AS NECESSARY TO MEET FIELD CONDITIONS.
50-55	500 FT	1000 FT	(3) TAPER LENGTHS SHOWN INCLUDE LENGTH REQUIRED FOR LANE AND 10 FT SHOULDER.
60-70	SA - 1000 FT, SB - 1500 FT AND SC - 2640 FT		(4) CONCRETE BARRIER MAY BE INSTALLED AT AN 8:1 FLARE RATE FROM THE SHOULDER POINT TO THE LIMITS OF THE CLEAR ZONE WHERE THE SIDE SLOPE IS 6:1 OR FLATTER.

TAPER LENGTH (L)

$$L = W \times P \text{ FOR } 40 \text{ MPH OR MORE}$$

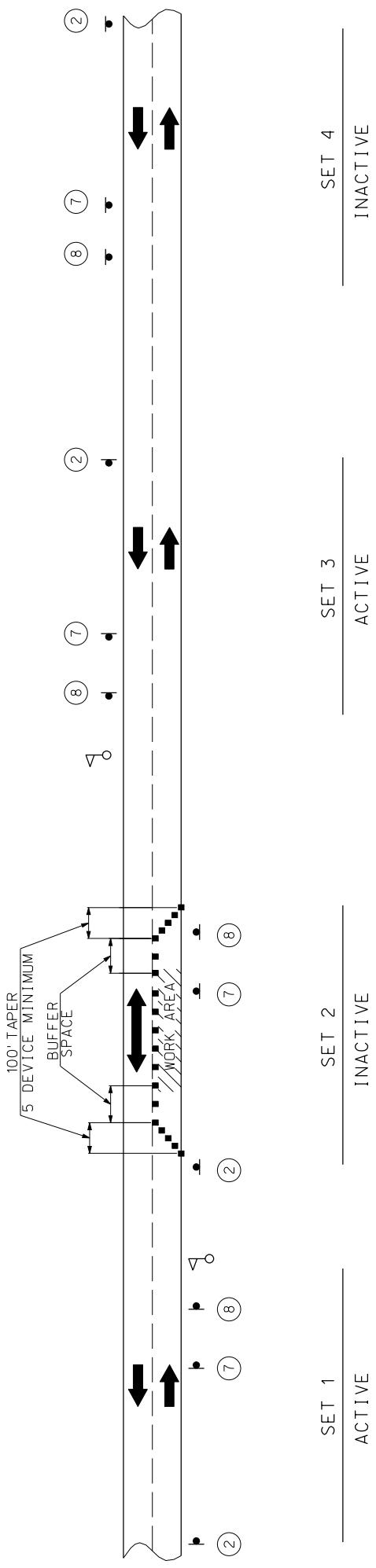
$$L = \frac{WP^2}{60} \text{ FOR } 35 \text{ MPH OR LESS}$$

L = TAPER LENGTH IN FEET

W = LATERAL SHIFT IN FEET  
P = POSTED SPEED PRIOR TO ROAD WORK IN MPH

Figure 616.1.2

## Flagger Control for Resurfacing or Moving Operation One-Lane Two-Way Operation



SIGN SETS 1 AND 3 ARE ACTIVE AND (I.E., SIGNS FACE ONCOMING TRAFFIC).

SIGN SETS 2 AND 4 ARE INACTIVE (I.E., SIGNS DO NOT FACE EITHER DIRECTION OF TRAFFIC) WHEN THE RESURFACING OPERATION IS LOCATED BETWEEN SIGN SETS 1 AND 3.

WHEN SIGN SETS 2 AND 4 ARE ACTIVE, SIGN SETS 1 AND 3 BECOME INACTIVE AND ARE ADVANCED TO BECOME SETS 2 AND 4 WITH SIGN LEGENDS TURNED AWAY FROM BOTH DIRECTIONS OF TRAFFIC. WHEN THE RESURFACING OPERATION ADVANCES TO BETWEEN SIGN SETS 2 AND 4, SIGN SETS 2 AND 4 BECOME ACTIVE (I.E., NEW SIGN SETS 1 AND 3) AND SIGN SETS 1 AND 3 ADVANCED IN THE DIRECTION OF THE OPERATION (I.E., NEW SIGN SETS 2 AND 4).

■ - CHANNELIZERS  
○ - FLAGGER

### NOTES:

SEE EPG 616.29 WORK ZONE SPEED LIMITS FOR SPEED LIMIT GUIDELINES.

SEE FIGURE 616.1.2 FOR SIGN SPACING AND DEVICE SPACING. DAYLIGHT FLAGGING OPERATIONS ONLY.

CHANNELIZING DEVICES LOCATED DOWNSTREAM OF THE ONE-LANE, TWO-WAY TAPER ARE OPTIONAL. THESE DEVICES SHOULD BE ELIMINATED WHEN THEIR USE WILL REDUCE THE USABLE LANE WIDTH, INCLUDING ANY ACCEPTABLE SHOULDER, TO LESS THAN 10' OR WILL SIGNIFICANTLY AFFECT THE RESURFACING OPERATION.

SIGN SPACING FOR ADVANCE SIGN SERIES (2) (3)		
SPEED (1) MPH	NON-DIVIDED HIGHWAYS	DIVIDED HIGHWAYS
0 - 35	200	200
40 - 45	350	500
50 - 55	500	1000
60 - 70	SA - 1000 FT. SB - 1500 FT. AND SC - 2640 FT.	

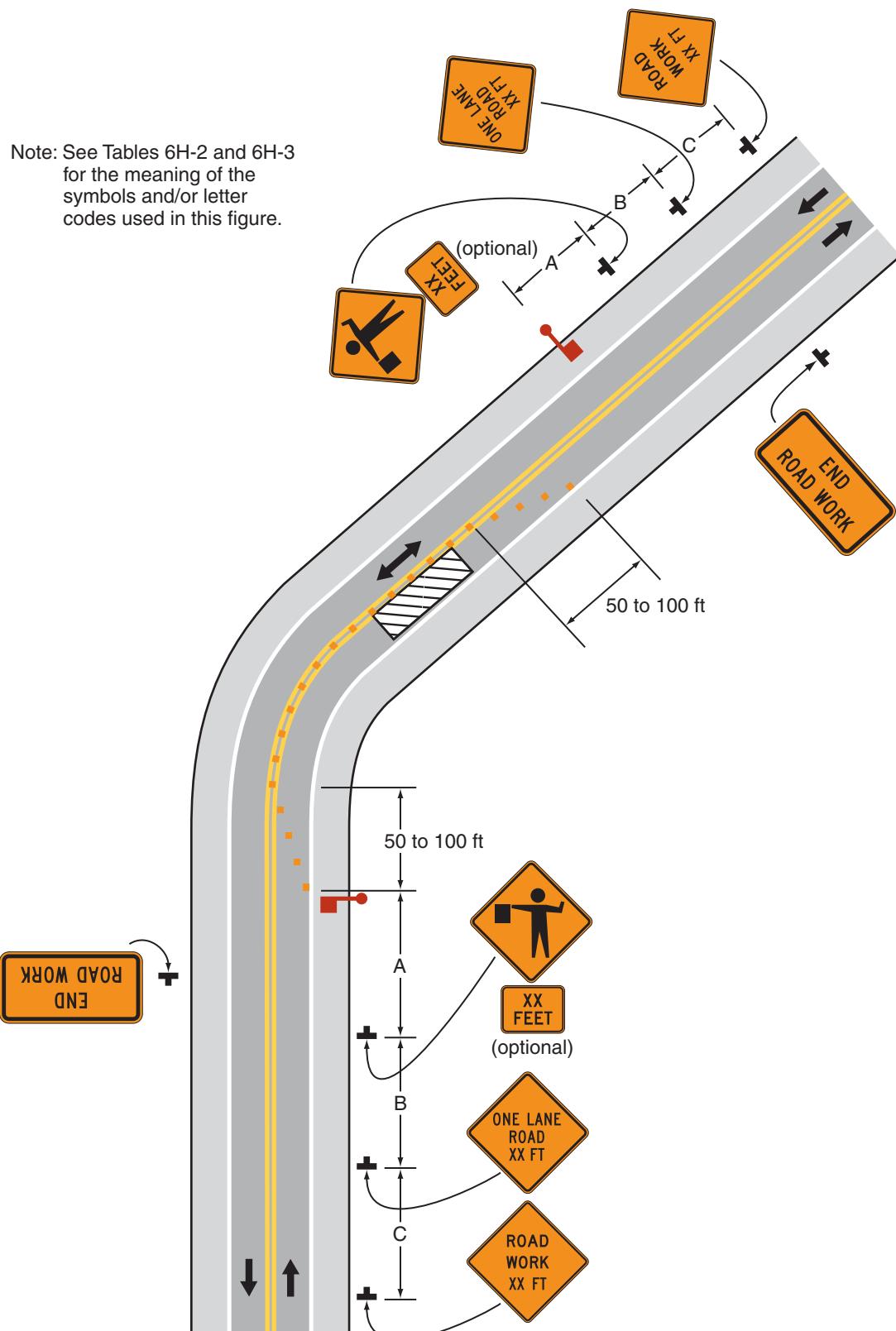
### NOTES:

(1) POSTED SPEED LIMIT PRIOR TO ROAD WORK.

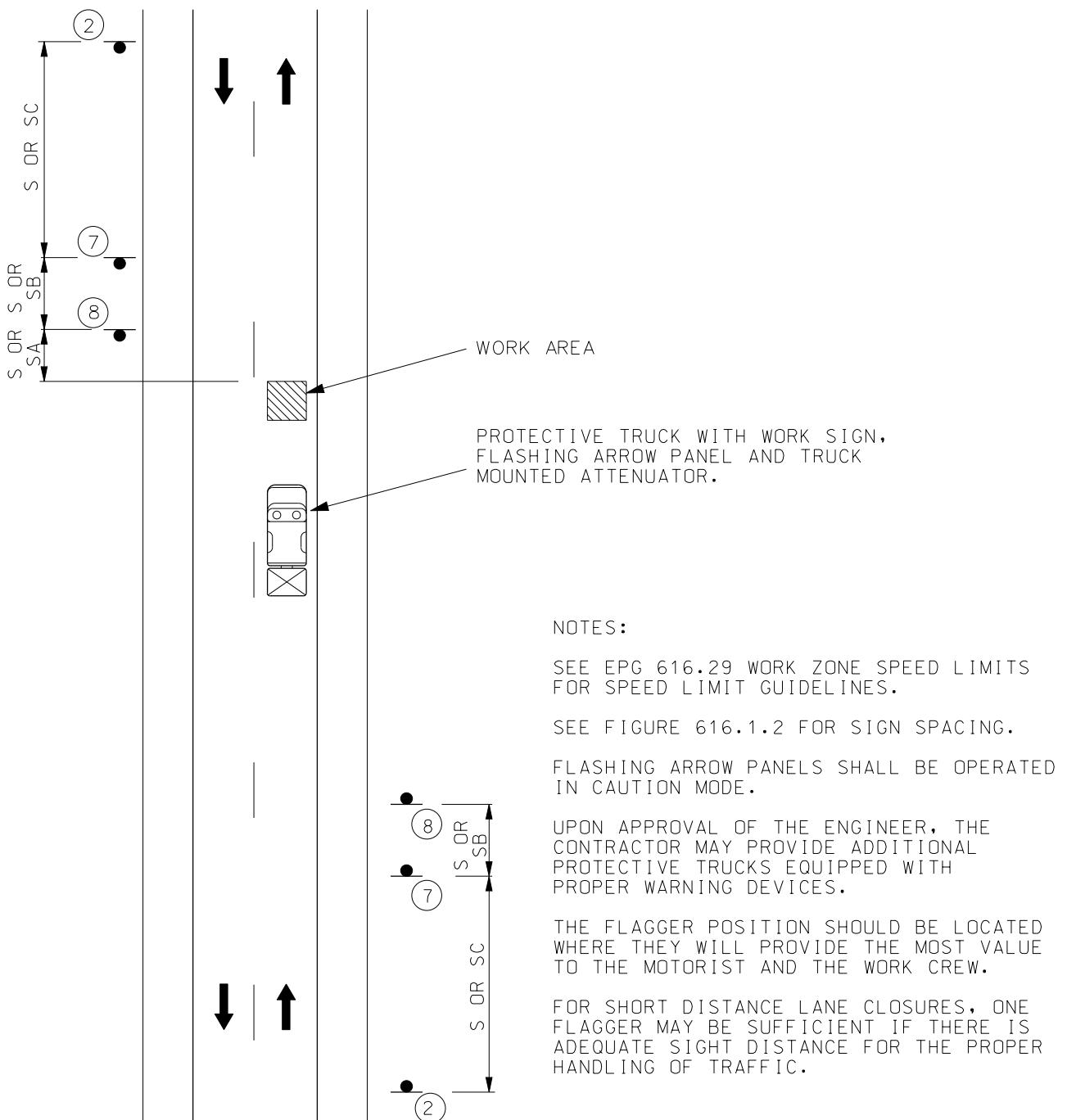
(2) SPACING BETWEEN SIGNS, BETWEEN LAST SIGN AND FLAGGER, BEGINNING OF TAPER OR SIGNED CONDITION.

(3) SPACINGS MAY BE ADJUSTED AS NECESSARY TO MEET FIELD CONDITIONS.

**Figure 6H-10. Lane Closure on a Two-Lane Road Using Flaggers (TA-10)**



**Typical Application 10**



Two-Lane Undivided Highway  
Moving Operation On Highway Open To Traffic

Figure 616.0.10

## **STATE WAGE RATES**

**(ALL projects)**

Wage rates can be found at the following websites, or by contacting the Missouri Department of Labor:

**<http://www.labor.mo.gov/DLS/prevailingwage>**

or

**[http://www.modot.org/business/contractor\\_resources/bidOpenIndex.htm](http://www.modot.org/business/contractor_resources/bidOpenIndex.htm)**

This contract requires payment of the prevailing hourly rate of wages for each craft or type of worker required to execute the contract as determined by the Missouri Department of Labor and Industrial Relations. The applicable State Wage Rates for this contract are detailed in the "Annual Wage Order" that is effective 10 calendar days prior to bid opening. These supplemental bidding documents have important legal consequences. It shall be conclusively presumed that they are in the bidder's possession, and they have been reviewed and used by the bidder in the preparation of any bid submitted on this project.