



**JEFFERSON COUNTY**  
**DEPARTMENT OF ADMINISTRATIVE SERVICES**  
729 MAPLE ST / PO BOX 100  
HILLSBORO MO 63050  
WWW.JEFFCOMO.ORG

**Request for Proposal:** **JEFFERSON COUNTY SPORTS  
COMPLEX CONCESSION BUILDING  
ON – SITE SEPTIC SYSTEM**

**Date Issued:** **2-21-14**

PROPOSALS SHALL BE ACCEPTED UNTIL: **TUESDAY, MARCH 18, 2014**, AT 2:00 P.M. LOCAL TIME.

**Specification  
Contact:**

**MIKE GINGER**  
Department of Parks & Recreation  
636-797-5037

**Contract  
Contact:**

**VICKIE PRATT**  
Department of Administrative Services  
636-797-5382

**Mail (3) Three  
Complete Copies  
With Vendor And  
Proposal  
Information As  
Shown In Sample:**

SAMPLE ENVELOPE

VENDOR NAME  
VENDOR ADDRESS  
CONTACT NUMBER      **DEPARTMENT OF THE COUNTY CLERK**  
**JEFFERSON COUNTY MISSOURI**  
**729 MAPLE ST / PO BOX 100**  
**HILLSBORO MO 63050-0100**  
SEALED PROPOSAL: (PROPOSAL NAME)

**Contract Term:**  
**upon approval by  
the County Council  
and County  
Executive**

The undersigned certifies that he/she has the authority to bind this company in an agreement/contract to supply the commodity or service in accordance with all terms, conditions, and pricing specified. This Proposal, if accepted, will constitute an Agreement and Contract with Jefferson County, Missouri, upon approval of the County Council and County Executive. Prices are firm during this agreement term, unless agreed upon in writing by the County. The County has the option to renew this agreement at the same terms and conditions as the original agreement for one additional one-year term with the written consent of the successful bidder. Price increases for renewals are not authorized unless approved in writing by the County.

**Vendor  
Information:**

|                            |                                 |                 |
|----------------------------|---------------------------------|-----------------|
| <u>Company Name</u>        | <u>Authorized Agent (Print)</u> |                 |
| <u>Address</u>             | <u>Signature</u>                |                 |
| <u>City/State/Zip Code</u> | <u>Title</u>                    |                 |
| <u>Telephone #</u>         | <u>Date</u>                     | <u>Tax ID #</u> |
| <u>E-mail</u>              | <u>Fax #</u>                    |                 |

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## **REQUIRED DOCUMENTS\***

**Current and valid Certificate of Insurance or binder showing required insurance coverage must be provided with each bid.**

**(County must be added as additional insured if awarded)**

**Bid deposits/bonds must be in the exact amount as stipulated in the bid.**

**Proof that Bidder does not owe delinquent real or personal property in Jefferson County (tax receipts for past 3 years)**

**Obtain receipts 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.**

**A Notarized affidavit of work authorization and current business entity status with E-verification documentation (pages 9 & 10).**

**Agreement to be executed by the County upon approval by the County Council and County Executive (Bidder is required to complete company information and execute signature).**

**\*BIDS WILL BE REJECTED IF REQUIRED DOCUMENTATION IS NOT INCLUDED OR COMPLETED**

## PROPOSAL REQUIREMENTS

Bidder shall initial all pages and return where the Bid Document denotes

“BIDDER”S INITIALS: \_\_\_\_\_”

### A. PROPOSAL SUBMISSION:

Submit proposal form in triplicate (three copies) with specification pages, if applicable. No facsimile or electronic proposals shall be accepted and shall be rejected. A fully executed Affidavit is required by Section 285.530 RSMo and shall be submitted with the proposal form. A copy of the Affidavit is attached hereto. Failure to execute the Affidavit shall result in the proposal being rejected. Vendor shall comply with the requirements of Sections 285.525 to 285.555 of the Revised Statutes of the State of Missouri. If any part of the work 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. Vendor and any of its subcontractors, shall, by sworn affidavit and provision of documentation, affirm their enrollment and participation in a federal work authorization program with respect to the employees working in connection with the contracted services. Vendor and its subcontractors shall also sign an affidavit affirming that they do not knowingly employ any person who is an unauthorized alien.

Prevailing Wage Vendor and its subcontractors shall pay not less than the prevailing hourly rates of wages, as determined by the Labor and Industrial Relations Commission of Missouri. Vendor shall abide by the most current Annual Wage Order published by the Missouri Department of Labor and Industrial Relations or other similar resources and publications. Failure to comply with any provision, provide any required documentation, insurance forms or deposits or bonds in exact amounts or any other term or condition that is not in strict conformance shall result in the bid being rejected.

### B. BASIS OF PROPOSAL AWARD:

Award may be made on an item-by-item basis to the lowest and best proposals or award may be made to the lowest and best proposal total, whichever is in the best interest of the County. County may reject any or all proposals for any reason and may waive any informality. Proposals submitted from a Missouri State Contract shall include a copy of the State Contract with the proposal.

It is further agreed that the Contract shall not be valid and binding upon the County until approved by the County Counselor, as to legal form and is subject to the Ordinances, Resolutions and Orders of Jefferson County, Missouri, and State and Federal Law. If no proposal or proposals have been awarded by the County Council within forty-five (45) days following the opening of the proposal then all proposals will be deemed rejected.

### C. PROPOSAL PREPARATION:

1. Vendors are responsible for examination of drawings, specifications, schedules and instructions.
2. Each Vendor shall furnish the information required by the invitation. The vendor shall sign all required documents. All deletions and erasures shall be initialed
3. Alternate proposals for supplies or services other than specified shall not be considered unless authorized by invitation.
4. Vendor shall state a definite time for delivery of goods or for performance of services unless otherwise specified in the Request for Proposal.
5. When specified, samples must be timely submitted and at no expense to the County.
6. Failure to adhere to all requirements may result in the response being disqualified as non-responsive.

### D. MODIFICATION OR WITHDRAWAL OF PROPOSALS:

Proposals may be modified or withdrawn prior to the exact hour and date specified for receipt of proposals, provided the modification or withdrawal is in writing and is delivered in the same manner as a proposal submission.

### E. LATE PROPOSALS:

It is the responsibility of the vendor to deliver his proposal or proposal modification on or before the date and time of the proposal closing to the Department of the County Clerk of Jefferson County. Proposals received late will be rejected and returned unopened to the vendor.

### F. PROPOSAL DEPOSITS/BONDS:

Proposal Deposits/Bonds are not required unless specified in the Specifications. Proposal deposits/Bonds must be in the exact amount as stipulated in the bid.

### G. MATERIAL AVAILABILITY:

Vendors must accept responsibility for verification of material availability, product schedules and other pertinent data prior to submission of proposal and delivery time. It is the responsibility of the vendor to notify the County immediately if the materials specified are discontinued, replaced, or not available for an extended period of time. All materials ordered by the County, shall be as needed. A sample of materials may be requested.

### H. ALTERNATE PROPOSALS:

Where required, vendors must submit complete specifications on all alternate proposals with the proposal form. Alternate proposals without complete specifications may be rejected. Alternate proposals and exceptions to proposal clauses must be clearly noted on the proposal form. The County may accept or reject alternate proposals; whatever is most advantageous to the County.

**I. INCORPORATION OF DOCUMENTS:**

The terms of the proposal invitation, proposal specifications, proposal form are and shall be incorporated into the contract as if fully setout therein. The Proposal, if accepted and approved by the County Council and County Executive shall constitute the terms of a Contract or Agreement with Jefferson County, Missouri, subject to any further Amendments, Memoranda or other documents or specifications which must be set forth in writing and signed by all parties.

**J. ADDENDA:**

Addenda to proposal specifications are incorporated by reference as if fully setout herein. It is the responsibility of the vendor to insure and verify that they are in receipt of and completed all attached addenda's prior to submission of proposal forms. Verification is made by contacting the Department of Administrative Services or by reviewing the County Web Site. ([www.jeffcomo.org](http://www.jeffcomo.org)).

**K. INSURANCE:**

The Vendor/Contractor shall purchase and maintain insurance with an insurance company licensed to do business in the State of Missouri or in the state where the vendor is incorporated or otherwise licensed to do business and which shall remain, at all times during the term of any contract with the County, in full force and effect. Preference will be given to a Vendor/Contractor who provides insurance with an insurance company licensed to do business in the State of Missouri, but in any event said Vendor/Contractor shall provide said insurance at it's own expense. Such insurance shall be provided as will protect the Vendor/Contractor from claims which may arise out of or result from the Vendor/Contractor's execution of the work, whether such execution be by himself, his employees, agents, or by anyone for whose acts any of them may be liable. If any such work covered by the Contract is to be performed on County owned or leased premises, the Vendor agrees to carry liability and workman's compensation insurance, satisfactory to the County, and to indemnify the County against all liability, loss, and damage arising out of any injuries to persons and property caused by the Vendor, his sub-contractors, employees or agents. The insurance coverage shall be such as to fully protect the County and the general public from any and all claims for injury and damage resulting by any actions on the part of the Vendor/Contractor or its' forces as enumerated above. All policies must name the County as an additional insured and provide for thirty (30) days written prior to any material changes or cancellation. Any disputes regarding a breach, insurance amounts, liability, coverage, lapse or otherwise shall be litigated in the Circuit Court of Jefferson County, Missouri and the same shall be incorporated into any Contract agreed to by the parties.

THE COUNTY REQUIRES A CURRENT AND VALID CERTIFICATE OF INSURANCE OR BINDER SHOWING REQUIRED INSURANCE COVERAGE MUST BE PROVIDED WITH EACH BID. JEFFERSON COUNTY MUST BE ADDED AS AN ADDITIONAL INSURED AFTER AWARD OF THE BID. ANY LAPSE IN INSURANCE COVERAGE OR CANCELLATION THEREOF BY THE CONTRACTOR OR SUB-CONTRACTORS DURING THE TERMS OF THE CONTRACT SHALL IMMEDIATELY BE DEEMED A MATERIAL BREACH UNDER THE TERMS OF ANY CONTRACT.

A. ( X )Required ( ) Not Required **Comprehensive General Liability Insurance**

The Vendor/Contractor shall maintain and keep in full force and effect during the terms of this Contract such comprehensive general liability insurance as shall protect them from claims which may arise from operations under this Contract, whether such operations be by themselves or by anyone directly or indirectly employed by them. The amounts of insurance shall be not less than \$1,000,000.00 combined single limit for any one occurrence covering both bodily injury and property damage, including accidental death.

B. ( X )Required ( ) Not Required **Professional Liability Insurance**

The Vendor/Contractor shall provide the County with proof of Professional Liability Insurance, which shall protect the County against any and all claims, which might arise as a result of the operation of the Vendor/Contractor in fulfilling the terms of this Contract during the life of the Contract. The minimum amounts of such insurance will be \$1,000,000.00. Should any work be subcontracted, these limits will also apply.

C. ( X )Required ( ) Not Required **Worker's Compensation Insurance:**  
per Missouri Revised Statutes Chapter 287

The Vendor/Contractor or his sub-contractor or contractors, shall maintain and keep in force of this Contract such worker's compensation insurance limits as required by the statues of the State of Missouri and Employer's Liability with limits no less than \$500,000.00.

**L. PROPOSAL OPENINGS:**

Proposals will be publicly opened and read aloud at the time indicated on page 1. The vendors and the public are invited but not required to attend the formal opening of the proposals. No decisions relating to the award of a contract or agreement will be made at the opening.

**M. PROPOSAL TABULATIONS:**

Proposal Tabulations will be available 5 to 7 business days following the proposal opening. Proposal submissions are open for public review at the time of the proposal opening. Proposal tabulations are posted on the County's web-site address,

[www.jeffcomo.org](http://www.jeffcomo.org), under the services tab, Invitation for Bid/Request for Proposal link. **NO COPIES** of proposal tabulations are sent to vendors.

## **PROPOSAL FORM AND CONTRACT**

### **A. PROPOSAL REPRESENTATIONS:**

The vendor, by executing the proposal form certifies that:

1. The proposal complies with Request for Proposal, Form and Proposal Specifications.
2. The vendor is not debarred or suspended from participation in Federal Assistance programs.

### **B. 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 may be 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.**

### **C. CERTIFICATION OF INDEPENDENT PRICE DETERMINATION:**

1. The prices in the proposal shall be independently determined, without consultation, communication, or agreement for the purpose of restricting competition as to any matter relating to price with any Vendor or other person.
2. Unless otherwise required by law, the prices shall not have been knowingly disclosed by the Vendor prior to opening; or
3. No attempt has been made or will be made by the vendor to induce any other person or firm to submit or not to submit a proposal.

### **D. PRICE:**

The price(s) specified in this proposal shall be firm and not subject to contingency or reservation. The vendor represents prices specified in the proposal do not exceed current selling price for the same or substantially similar good or service, and are the same as or lower than other prices charged to the vendor's most favored customer. In the event the stated prices are determined to be higher than the prices for which Supplier has sold the items, or services, to others, this contract price shall be reduced accordingly. **Proposal prices are ALL INCLUSIVE: (Shipping, Handling, Delivery, and Assembly to locations specified by the County). Prices shall be firm for ALL County departments and locations for term of the agreement.**

### **E. MISSOURI DOMESTIC PRODUCT PROCUREMENT ACT:**

Vendor 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. Vendor shall include proof of compliance with the Act with the proposal.

### **F. NON-EXCLUSIVE AGREEMENT:**

The contractor shall understand and agree that the contract shall not be construed as an exclusive agreement and further agrees that the County may secure identical and/or similar services or products from other sources at anytime in conjunction with or in replacement of the contractor's services.

### **G. DEFINITIONS:**

1. The term "County" means the Jefferson County, Missouri and its designated representatives.
2. The term "Vendor" means Supplier, Contractor, and Seller and includes designated representatives.
3. The term "RFP" means Request for Proposal.
4. The term "Agreement/Contract" means Binding Agreement, Contract, Request for Purchase, Order.

### **H. INSPECTION, ACCEPTANCE AND APPROVALS:**

Goods shall at all times and places, including the period of manufacture, are subject to inspection and test by County. County will accept or give notice of rejection of goods delivered within a reasonable time after receipt. Acceptance shall not waive any warranty. All goods supplied are subject to final inspection and acceptance by County notwithstanding payment, prior inspections

or approvals. County may require prompt replacement or correction of rejected goods at Supplier's expense, including a reduction in price for rejected goods. Supplier shall not resubmit rejected goods to County without prior written approval and instructions from County. In addition, Supplier shall identify resubmitted goods as previously rejected. Supplier shall provide and maintain a quality assurance and control system acceptable to County.

**I. WARRANTY:**

Unless otherwise agreed to in writing by the parties, Supplier warrants that items ordered to specifications will conform thereto and to any drawings, samples or other descriptions furnished or adopted by County, or, if not ordered to specifications will be fit and sufficient for the purpose intended, and that all items will be new, merchantable, of good material and workmanship, and free from defect. Such warranties, together with Supplier's service warranties and guarantees, if any, shall survive inspection, test, acceptance of, and payment for the items and shall run to County and its assigns. Except for latent defects, the County shall give notice of any nonconformity to the Supplier within one (1) year after acceptance. County may return for credit or require prompt correction or replacement of the defective or non-conforming goods or have the defective good corrected or replaced at Supplier's expense. Return to Supplier of any defective or non-conforming goods and delivery to County of any corrected or replaced goods shall be at Supplier's expense. Defective or non-conforming items shall not be corrected or replaced without written authorization by County. Goods required to be corrected or replaced shall be subject to the provisions of this clause and the clause hereof entitled "Inspection, Acceptance and Approvals" in the same manner and to the same extent as goods originally delivered under this contract.

**J. PAYMENT:**

County will pay Supplier for goods upon delivery to, submission of certified invoices and acceptance. The County will not be responsible for articles or services furnished without a purchase order. Price is tax-exempt.

**K. CHANGE ORDER:**

County may make changes within the general scope of this contract. If any such changes cause an increase or decrease in the cost of or the time required for the performance of any part of the work, whether changed or not changed by any such order, an equitable adjustment shall be made in the price or delivery schedule or both, and any change order shall be in writing. Any claim by a Supplier for adjustment under this clause shall be asserted within fifteen (15) days from the date of receipt of this written order directing the change, provided, however, County, if it decides that the facts justify such action, may receive and act upon such claim asserted at any time prior to final payment.

**L. DELIVERIES:**

Deliveries shall be made in strict accordance with any delivery schedule contained in the proposal specification or contract and in the exact quantity ordered. Failure to adhere to delivery schedule is reason for termination in accordance with the "termination" clause. Deliveries are to be made at locations specified by the County at time of Order.

**M. RESPONSIBILITY FOR SUPPLIES:**

Pursuant to Section 290.560 RSMo, Supplier/Contractor shall employ only Missouri laborers and laborers from nonrestrictive states except that other laborers may be used when Missouri laborers or laborers from nonrestrictive states are not available, or are incapable of performing the particular type of work involved, if so certified by the contractor and approved by the County. Except as otherwise provided, Supplier shall be responsible and bear all risks for loss and damage to goods until delivery at County's facilities, regardless of F.O.B. point, point of inspection or acceptance; and if the goods are rejected.

**N. SUBCONTRACTS:**

Supplier shall not enter into any subcontract(s) in excess of \$25,000 or 20% of this contract price; whichever is less, for any goods without County's prior written approval.

**O. CHOICE OF LAW:**

This proposal and contract shall be governed and interpreted according to the laws of the State of Missouri. Venue for any court action shall be in Jefferson County, Missouri.

**P. TERMINATION:**

1. General: Performance of work may be terminated by the County in whole, or from time to time in part, whenever County shall determine that such termination is in the best interests of County. Termination shall be affected by delivery to Supplier of a Notice of Termination specifying the extent to which performance of work is terminated and the date upon which such termination becomes effective. If such notice does not state termination is pursuant to subparagraph 2, 3, or 4 of this paragraph, County shall have the right to so indicate within thirty (30) days. If no notice is delivered within the thirty (30) day period, or such longer periods as is mutually agreed to by the parties, the original Notice of Termination shall be deemed to be issued pursuant to subparagraph 1 of this paragraph.
2. Bankruptcy or Insolvency: In the event bankruptcy proceedings are commenced by or against Supplier or under any provisions of the United States Bankruptcy Act or for the appointment of a receiver or trustee or a general assignment for the benefit of creditors of either party, County shall be entitled to terminate without further cost or liability.
3. **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.

4. Default: County may terminate the whole Contract or any part in either of the following circumstances:
- If supplier fails to deliver the items required by the contract within the time specified; or
  - If supplier fails to perform any of the other provisions of the contract, or so fails to make progress as to endanger performance of the contract in accordance with its terms, and in either of these two circumstances does not cure such failure within a period of ten (10) days after notice from County specifying such failure. In the event of termination under subparagraph 1, County shall have the right to procure, on such terms and in such manner as it may deem appropriate, items similar to those terminated, and to recover from Supplier the excess cost for such similar items provided, however, Supplier shall not be liable for such excess costs where the failure upon which the termination is based has arisen out of causes beyond the control of Supplier and without the fault or negligence of Supplier. Such causes shall be deemed to include fires, floods, earthquakes, strikes, and acts of the public enemy. The rights of County provided in subparagraph 1 shall be in addition to any other rights provided by law or the contract.
  - In the event of the Supplier's non-compliance with the provisions as set forth. This Contract may be cancelled, terminated or suspended in whole or in part and the supplier may be declared ineligible for further County contracts. The rights and remedies of the County provided in this paragraph shall not be exclusive but are in addition to any remedies provided in this Contract or as provided for by law.

**Q. NOTICE AND SERVICE THEREOF:**

Any notice from the County shall be in writing and considered delivered and the service thereof completed when said notice is posted, by certified or regular mail, to the Supplier, at the address stated on the proposal form.

**R. CONTRACT TERM:**

Performance shall be governed solely by the terms and conditions as set forth in the Request for Proposal, Proposal Specifications, Proposal Form and the Contract notwithstanding any language contained on any invoice, shipping order, bill of lading or other document furnished the Seller at any time and the acceptance by the County for any goods furnished.

**S. COMPLIANCE WITH APPLICABLE LAWS:**

Supplier warrants it has complied with all applicable laws, rules and ordinances of the United States, Missouri or any other Governmental authority or agency in the manufacture or sale of the goods, including but not limited to all provisions of the Fair Labor Standards Act of 1938, as amended.

**T. ACTS OF GOD:**

No party shall be liable for delays, nor defaults due to Acts of God or the public enemy, riots, strikes, fires, explosions, accidents, governmental actions of any kind or any other causes of a similar character beyond its control and without its fault or negligence.

**U. SELLER'S INVOICES:**

Invoices shall contain the following information. Contract number (if any), Purchase Order Number, Item number, contract description of goods or services, sizes, quantities, unit prices and extended totals. Invoices for and inquiries regarding payment should be addressed to the County Accounts Payable Clerk.

**V. APPROVAL:**

It is agreed the acceptance of a proposal shall not be valid and binding upon the County until approved by the County Purchasing Agent, County Council and County Counselor.

**W. INDIVIDUAL, PARTNERSHIPS, CORPORATIONS:**

Indicate: ☐ Individual: ☐ Partnership: ☐ Corporation.

Incorporated in the State of \_\_\_\_\_.

**X. LITIGATION:**

This agreement shall be interpreted under the laws of the State of Missouri. Any disagreements, questions, controversies, litigation or other causes of action whatsoever arising from or under the terms of this agreement shall be resolved in the trial courts of 23rd Judicial Circuit Court of the State of Missouri-Hillsboro, Missouri.

**Y. LANGUAGE:** Bids and all related documents will only be accepted in the English Language.

THE INVITATION FOR BID / REQUEST FOR PROPOSAL NOTICES ARE POSTED ON THE JEFFERSON COUNTY, MISSOURI WEBSITE AT [WWW.JEFFCOMO.ORG](http://WWW.JEFFCOMO.ORG) LOCATED UNDER THE SERVICES TAB, INVITATION FOR BID / REQUEST FOR PROPOSAL LINK.

**SPECIFICATION**  
**CONTACT**

**MIKE GINGER – DIRECTOR OF PARKS & RECREATION - 636 797 5037**

**AFFIDAVIT OF WORK AUTHORIZATION**  
(Continued)

**CURRENT BUSINESS ENTITY STATUS**

I certify that \_\_\_\_\_ (Business Entity Name) **MEETS** the definition of a business entity as defined in section 285.525, RSMo pertaining to section 285.530, RSMo as stated above.

\_\_\_\_\_  
Authorized Business Entity  
Representative's Name  
(Please Print)

\_\_\_\_\_  
Authorized Business Entity  
Representative's Signature

\_\_\_\_\_  
Business Entity Name

\_\_\_\_\_  
Date

As a business entity, the grantee, sub grantee, contractor, or subcontractor must perform/provide the following. The grantee, sub grantee, contractor, or subcontractor shall check each to verify completion/submission:

- ☐ Enroll and participate in the E-Verify federal work authorization program  
(Website: <http://www.dhs.gov/e-verify>;  
Phone: 888-464-4218; Email: [e-verify@dhs.gov](mailto:e-verify@dhs.gov)) with respect to the employees hired after enrollment in the program who are proposed to work in connection with the services required herein;

AND

- ☐ Provide documentation affirming said company's/individual's enrollment and participation in the E-Verify federal work authorization program. Documentation shall include a page from the E-Verify Memorandum of Understanding (MOU) listing the grantee's, subgrantee's, contractor's, or subcontractor's name and the MOU signature page completed and signed, at minimum, by the grantee, subgrantee, contractor, or subcontractor and the Department of Homeland Security – Verification Division; (if the signature page of the MOU lists the grantee's, subgrantee's, contractor's, or subcontractor's name, then no additional pages of the MOU must be submitted).

# **Project Manual**

**For**

## **Jefferson County Sport Complex Concession and Rest Rooms On-Site Sewer System**

Jefferson County, Missouri



**Gardner Consultants LLC**

**Design Consultants**

Engineering - Architectural - Surveying - Planning -

2845 High Ridge Blvd., P.O. Box 170, High Ridge, Missouri 63049

**PROJECT**

Jefferson County Northwest Sport Complex  
4900 Byrnesville Road  
House Springs, Mo. 63051

**OWNER**

Jefferson County, Missouri.  
% Jefferson County Parks and Recreation  
P.O. Box 100  
Hillsboro, Missouri 63050  
636-797- 5334

**Design Consultants**  
**Engineering \* Surveying \* Planning**

Gardner Consultants LLC  
P.O. Box 170  
2845 High Ridge Blvd.  
High Ridge, Missouri 63049  
636-677-0919

February 2014

## ADVERTISEMENT FOR BIDS

**FOR GENERAL CONTRACTOR FOR THE COMPLETION OF GENERAL CONSTRUCTION  
WORK FOR JEFFERSON COUNTY SPORT COMPLEX CONCESSION BUILDING TO  
INSTALL A ON-SITE SEWER SYSTEM**

**INCLUDING SITE WORK, DRAIN LAYER, PLUMBING, AND ELECTRICAL.**

**FOR THE PROJECT ENTITLED  
JEFFERSON COUNTY SPORT COMPLEX WELL FOR CONCESSION BUILDING  
4900 BYRNESVILLE ROAD  
HOUSE SPRINGS, MO.63051**

SEALED BIDS for the general construction at the Jefferson County Clerk Office 729 Maple Street Hillsboro, MO 63050, shall be received until 2:00 p.m. March 18, 2014, and will be publicly opened and read aloud on March 18, 2014 at 2:00 p.m. at the Assembly Room of the Jefferson County Council. Any bids received after 2:00 p.m., March 18, 2014 shall be returned to bidder unopened. All bids shall be addressed to **Jefferson County Clerk P.O. Box 100, Hillsboro, MO 63050**, if mailed; and all bids whether mailed or delivered, shall have clearly and conspicuously marked on the outside of container: **PROPOSAL FOR THE JEFFERSON COUNTY SPORT COMPLEX ON-SITE SEWER SYSTEM FOR CONCESSION BUILDING.**

Bid documents are available at a cost of \$50.00 per set during normal business hours from Jefferson County Department of Parks and Recreation Office located at the Annex Building, 725 Maple Street Room 202 Hillsboro, MO 63050.

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A bid bond, bank draft, or certified check made payable to Jefferson County in an amount equal to five percent (5%) of the base bid plus all additives or alternatives, if any, shall accompany each proposal.

No bidder may withdraw his proposal for a period of sixty (60) consecutive calendar days from date of public opening of bids.

The Jefferson County Council shall require that all bids must comply with the Missouri Prevailing Wage Law and must not include sales and/or taxes for which the County is exempt.

The Jefferson County Council reserve the right, in their sole and absolute discretion, to determine the best bid and to reject any and/or bids and to waive any restrictions and/or technicalities therein, regardless of whether or not a bid is the lowest bid.

**JEFFERSON COUNTY COUNCIL  
OF JEFFERSON COUNTY, MISSOURI**

**INDEX  
FOR  
JEFFERSON COUNTY NORTHWEST SPORT COMPLEX**

\*\*\*\*\*

**PROJECT MANUAL**

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| Section         | 00105    | Investigation                  |
| Section         | 00110    | Instruction to Bidders         |
| Section         | 00111    | Wage Rates                     |
| Section         | 00112    | Wage Determination             |
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**SECTION 00105 INVESTIGATION**

Before submitting their proposals, bidders shall carefully examine the drawings and specifications, visit the site and fully inform themselves as to existing conditions and shall fill their proposals out to carry out and complete the work under such conditions and in strict accordance with the drawing and specifications.

Should a bidder find discrepancies in, or omissions from the drawings or specifications, or should he be in doubt as to their meaning, or to the scope of work involved, he shall at once notify the Architect/Engineer/Construction Manager who will send written instruction to all bidders. Neither the Owner nor the Architect/Engineer/Construction Manager will be responsible for any oral instructions.

Addenda may be issued during the time of bidding which shall be covered in bidder's proposal and will become a part of the contract.

No oral, telephonic or telegraphic proposals or modifications of proposals will be considered. Plans and specification may be examined at the office of the:

Jefferson County Department of Parks and Recreation  
Annex Building  
725 Maple Street Room 202  
Hillsboro, MO 63050

Between the hours of 8:30 a.m. and 4:30 p.m. Monday thru Friday.

The Owner reserves the right to reject any or all bids and to waive any technicalities herein.

**TIME OF COMMENCEMENT AND COMPLETION**

Contractors are advised that this project is to commence 10 days after notice to proceed with substantial completion no later than Sixty (60) days. The date of completion of the work determined as provided herein shall hereinafter be referred to as the "Contract Completion Date".

**LIQUIDATED DAMAGES** – It is hereby fully understood and agreed that time is of the essence in the performance of this contract. For each and every calendar day that elapses between the Contract Completion Date and the Date on which the work covered by such contracts actually completed, including the removal of all obstructions cause by the contractor from the site of such work, the Contractor shall pay to the Owner as liquidated damages, and not as a penalty, the sum of one hundred dollars (\$100.00).

**SECTION 00110 INSTRUCTIONS TO BIDDERS**

- 1.01 **DEFINITIONS:** All definitions set forth in the General Conditions of the Agreement Between Owner & Contractor, AIA Document A 201, Latest Edition, or in other Documents, are applicable to the Bidding Documents.
- 1.02 **BIDDER'S REPRESENTATIONS:**
- A. Each bidder by making a Bid represents that:
1. The Bidder has read and understands the Bidding Documents and the Bid is in accordance therewith.
  2. The Bidder has visited the site, and has familiarized himself/herself with the local conditions under which the Work is to be performed and has correlated his/her observations with the requirements of the proposed Contract Documents.
  3. The Bidders Bid is based upon the materials, systems, and equipment required by the Bidding Documents, without exception.
- 1.03 **COPIES OF BIDDING DOCUMENTS:**
- A. Bidders may obtain three (3) complete sets of the Bidding Documents from the issuing office for a deposit of \$50.00 per set (\$150.00 for 3 sets). The deposit will be non-refundable.
- B. The Owner, Architect or Engineer, in making copies of the Bidding Documents available on the above terms, do so only for the purpose of obtaining Bids on the Work and do not confer a license or grant for any other use.
- 1.04 **INTERPRETATION OR CORRECTION OF BIDDING DOCUMENTS:**
- A. Bidders and Sub-Bidders shall promptly notify the Architect or Engineer of any ambiguity, inconsistency or error which they may discover upon examination of the Bidding Documents or of the site and local conditions.
- B. Any interpretation, correction or change of the Bidding Documents will be made by Addendum. Interpretations, corrections, or changes of the Bidding Documents made in any other manner will not be binding, and Bidders shall not rely upon such interpretations, corrections and changes.
- 1.05 **SUBSTITUTIONS:**
- A. The materials, products and equipment described in the Bidding Document establish a standard of required function, dimension, appearance and quality to be met by any proposed substitutions.
- B. No substitution will be considered prior to receipt of Bids unless written request for approval has been received by the Architect or Engineer at least ten (10) days prior to the date for receipt of Bids. Each such request shall include the name of the material or equipment for which it is to be substituted and a complete description of the proposed substitute including drawings, cuts, performance and test data, and any other information necessary for an evaluation. A statement setting forth any changes in other materials, equipment, or other Work that incorporation of the substitute would require shall be included. The burden of proof of the merit of the proposed substitute is upon the proposed.

Section 00110 Page 1

The Architect's/Engineer's decision of approval or disapproval of a proposed substitution shall be final.

- C. If the Architect or Engineer approves any proposed substitution prior to receipt of Bids, such approval will be set forth in an Addendum. Bidders shall not rely upon approvals made in any other manner.

#### 1.06 ADDENDA:

- A. Addenda will be sent to all who are known by the Architect or Engineer to have received a complete set of Bidding Documents.
- B. Each Bidder shall ascertain prior to submitting his Bid that he has received all Addenda issued, and he shall acknowledge their receipt in his Bid.

#### 1.07 FORM AND STYLE OF BIDS:

- A. Bids shall be submitted on forms identical to the form included with the Bidding Documents. All blanks on the Bid Form shall be filled in by typewriter or manually in ink.
- B. Where so indicated by the makeup of the Bid Form, sums shall be expressed in both words and figure, and in the case of discrepancy between the two, the amount written in words shall govern.
- C. Any inter-line alteration, or erasure must be initialed by the signer of the Bid.
- D. Each copy of the Bid shall include the legal name of the Bidder and a statement that the Bidder is a sole proprietor, a partnership, a corporation, or some other legal entity. Each copy shall be signed by the person or persons legally authorized to bind the Bidder to a Contract. A Bid by a corporation shall further give the state of incorporation and have the corporate seal affixed. A Bid submitted by an agent shall have a current power of attorney attached certifying the agent's authority to bind the Bidder.

#### 1.08 BID SECURITY:

- A. Each Bid shall be accompanied by a Bid Security in an amount equal to 5% of the amount of the Bid pledging that he Bidder will enter into a contract with the Owner on the terms stated in his bid. Should the Bidder refuse to enter into such Contract or fail to furnish such Bonds, the amount of the Bid Security shall be forfeited to the Owner as liquidated damages, not as a penalty.
- B. The Owner will have the right to retain the Bid Security of Bidders to whom an award being considered until (a) the Contract has been executed, (b) the specified time has elapsed so that Bids may be withdrawn, or all Bids have been rejected.
- C. No bidder may withdraw his proposal for a period of sixty (60) consecutive calendar days from date of public opening of bids.

#### 1.09 PRE-BID MEETING:

- A. Pre-bid meeting shall be held at 2:00 p.m., March 12, 2014 at the Jefferson County Northwest Sport Complex, 4900 Byrnesville Road, House Spring Mo. 63051, Phone 636 -797- 5334 .

**1.10 SUBMISSION OF BIDS:**

- A. All copies of the Bid and the Bid Security shall be enclosed in a sealed opaque envelope. The envelope shall be addressed to the party receiving the Bids and shall be identified with the Project name and the Bidder's name and address. If the Bid is sent by mail, the sealed envelope shall be enclosed in a separate mailing envelope with the notation "SEALED BID ENCLOSED" on the face thereof.
- B. Bids shall be deposited at the designated location prior to the time and date for receipt of Bids indicated herein or any extension thereof made by Addendum. Bids received after the time and date for receipt of Bids will be returned unopened.
- C. The Bidder shall assume full responsibility for timely delivery at the location designated for receipt of Bids.
- D. Oral, telephonic or telegraphic Bids are invalid and will not receive consideration

**1.11 MODIFICATION OR WITHDRAWAL OF BID:**

- A. Prior to the time and date designated for receipt of Bids, any Bid submitted may be modified or withdrawn by notice to the party receiving Bids at the place designated for receipt of Bids. Such notice shall be in writing over the signature of the Bidder shall be mailed and postmarked on or before the date and time set for Bids, and it shall be so worded as not to reveal the amount of the original Bid.
- B. Withdrawn Bids may be resubmitted up to the time designated for the receipt of Bids provided they are fully in conformance with Instructions to Bidders.
- C. Bid Security shall be in an amount sufficient for the Bid as modified or resubmitted.

**1.12 OPENING OF BIDS:**

- A. The properly identified Bids will be received at a time and place as so stated in Bidding Requirements Section 00100 Invitation to Bid.

**1.13 REJECTION OF BIDS:**

- A. The Owner shall have the right to reject any and all Bids and to reject a Bid not accompanied by any required Bid Security or by other data required by the Bidding Documents, or to reject a Bid which is in any way incomplete or irregular.

**1.14 ACCEPTANCE OF BID (AWARD):**

- A. It is the intent of the Owner to award a Contract to the lowest responsible Bidder, provided the Bid has been submitted in accordance with the requirements of the Bidding Documents and does not exceed the funds available.
- B. THE OWNER SHALL HAVE THE RIGHT TO WAIVE ANY INFORMALITY OR IRREGULARITY in any Bid or Bids received and to accept the Bid which, in his judgements, is in his own best interest, based on BID AMOUNT, CALENDAR DAYS AND GENERAL CONTRACTOR QUALIFICATIONS.

## 1.15 SUBMITTALS:

- A. The Bidder shall, within seven (7) days of notification of selection for the Award of the Contract for the Work, submit the following information to the Architect/Engineer/Owner:
  - 1. A designation of the Work to be performed by the Bidder with his own forces.
  - 2. The proprietary names and suppliers of principal items or systems of materials and equipment proposed for the Work.
  - 3. A list of names of the Subcontractors or other persons or entities (including those who are to furnish materials or equipment fabricated to a special design) proposed for the principal portions of the Work.
- B. The Bidder will be required to establish to the satisfaction of the Architect/Engineer and the Owner the reliability and responsibility of the persons or entities proposed to furnish and perform the Work described in the Bidding Documents.
- C. Prior to the award of the Contract, the Architect/Engineer will notify the Bidder in writing if either the Owner or the Architect/Engineer after due investigation, has reasonable objection to any such proposed person or entity. If the Owner or Architect/Engineer has reasonable objection to any such proposed person or entity, the Bidder may, at his option (1) withdraw his Bid, or (2) submit an acceptable substitution. The Owner may, at his discretion, accept the adjusted bid price or he may disqualify the Bidder. In the event of either withdrawal or disqualification under this Paragraph, Bid Security will now be forfeited.
- D. Persons and entities proposed by the Bidder and to whom the Owner and the Architect/Engineer have made no reasonable objection, must be used on the Work for which they were proposed and shall not be changed except with the written consent of the Owner and the Architect/Engineer.

## 1.16 BOND REQUIREMENTS:

- A. Prior to execution of the Contract, the Bidder shall furnish Labor and Materials Payment Bonds and Performance Bond covering the faithful performances of the Contract and the payment of all obligations arising hereunder in the amount of 100% of the Contract Sum. Bonds may be secured through the Bidder's usual sources.
- B. The cost of the Bonds shall be included in the Bid.

## 1.17 TIME OF DELIVERY AND FORM OF BONDS:

- A. The Bidder shall deliver the required Bonds to the Owner not later than the date of the execution of the Contract.
- B. The Bidder shall require the attorney-in-fact, who executes the required Bonds on behalf of the surety, to affix thereto a certified and current copy of the power of attorney.

## 1.18 FORM TO BE USED:

- A. The Agreement for this Work will be written on AIA Document A-101, Latest Edition.

1.19 TIME OF COMMENCEMENT AND COMPLETION

- A. Contractors are advised that this project is to commence on or about April 1, 2014 and be substantially completed May 31, 2014
- B. If the contract work is not fully completed according to the terms of the contract documents agreement the contractor shall pay the owner, not as penalty but as liquidated damages, a sum equal to one hundred dollars (\$100.00) for each calendar day in excess of the stipulated contract time.

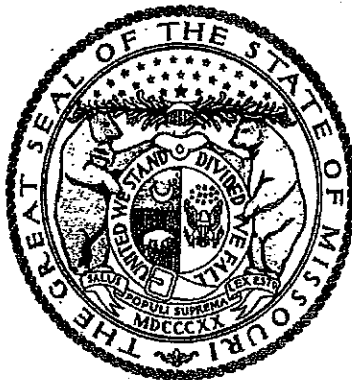
## SECTION: 00111 WAGE RATES

- A. Not less than the prevailing hourly rate of wages as determined by the Department of Labor and Industrial Relations of the State of Missouri, pursuant to Section 290.210 to 340 V.A.M.S., or determined by the Court of Appeal, shall be paid to all workmen performing work under this contract. A copy of the law and of these hourly wages is provided.
- B. A clearly legible statement of all prevailing hourly wages to be paid to all workmen employed in order to execute the contract and employed on the construction of the public works shall be kept posted in a prominent and easily accessible place at the site by the Architect/Engineer or Construction Manager under the provisions of this law and such notice shall remain posted during the full time that any such workmen shall be employed on the public works.
- C. The contractors engaged in any construction of public works shall keep full and accurate records clearly indicating names, occupations any craft of every workman employed by them in connection with the public works together with an accurate record of the number of hours worked by each workman and the actual wages paid therefore. The payroll records required to be so kept shall be open to inspection by an authorized representative of the contracting public body or of the Department of Labor at any time and as often as may be necessary to satisfy the Department of Labor and the Architect/Engineer or Construction Manager and such records shall not be destroyed or removed from the state for a period of one year following the completion of the public work in connection with which the records are made. All successful bid contractors shall submit certified copies of their payrolls to the contracting public body through the Architect/Engineer or Construction Manager.
- D. Each contractor shall file with the contracting public body upon completion of the public work and prior to final payment therefore affidavit stating that he has fully complied with the provisions and requirements of this chapter, and the public body shall not be authorized to make final payment until such affidavits are filed therewith in proper form and order.
- E. Affidavits of Compliance must be forwarded through the Architect/Engineer or Construction Manager prior to final payment.
- F. All contractors shall comply with and be bound by the requirements referred in the attached CHECK OFF LIST from the Division of Labor Standards, Prevailing Wage Section.

# Missouri

## Division of Labor Standards

WAGE AND HOUR SECTION



JEREMIAH W. (JAY) NIXON, Governor

## Annual Wage Order No. 20

Section 050

### JEFFERSON COUNTY

In accordance with Section 290.262 RSMo 2000, within thirty (30) days after a certified copy of this Annual Wage Order has been filed with the Secretary of State as indicated below, any person who may be affected by this Annual Wage Order may object by filing an objection in triplicate with the Labor and Industrial Relations Commission, P.O. Box 599, Jefferson City, MO 65102-0599. Such objections must set forth in writing the specific grounds of objection. Each objection shall certify that a copy has been furnished to the Division of Labor Standards, P.O. Box 449, Jefferson City, MO 65102-0449 pursuant to 8 CSR 20-5.010(1). A certified copy of the Annual Wage Order has been filed with the Secretary of State of Missouri.

Original Signed by

Robert A. Bedell, Acting Director  
Division of Labor Standards

This Is A True And Accurate Copy Which Was Filed With The Secretary of State: March 8, 2013

Last Date Objections May Be Filed: April 8, 2013

Prepared by Missouri Department of Labor and Industrial Relations

| OCCUPATIONAL TITLE                              | ** Date of Increase | * | Basic Hourly Rates | Over-Time Schedule | Holiday Schedule | Total Fringe Benefits |
|---|---------------------|---|--------------------|--------------------|------------------|-----------------------|
| Asbestos Worker (H & F) Insulator               |                     |   | \$37.26            | 55                 | 60               | \$19.51               |
| Boilermaker                                     |                     |   | \$31.20            | 126                | 7                | \$27.01               |
| Bricklayer and Stone Mason                      | 6/13                |   | \$31.24            | 72                 | 5                | \$19.93               |
| Carpenter                                       |                     | e | \$34.63            | 77                 | 41               | \$14.00               |
| Cement Mason                                    | 6/13                |   | \$30.20            | 80                 | 6                | \$15.36               |
| Electrician (Inside Wireman)                    | 7/13                |   | \$32.25            | 82                 | 71               | \$10.28 + 39.5%       |
| Electrician (Outside-Line Construction\Lineman) |                     |   | \$38.91            | 43                 | 45               | \$5.00 + 37.5%        |
| Lineman Operator                                |                     |   | \$33.59            | 43                 | 45               | \$5.00 + 37.5%        |
| Groundman                                       |                     |   | \$25.97            | 43                 | 45               | \$5.00 + 37.5%        |
| Communication Technician                        |                     |   | \$28.05            | 44                 | 47               | \$8.93 + 29.75%       |
| Elevator Constructor                            | 6/13                | a | \$43.715           | 26                 | 54               | \$26.755              |
| Operating Engineer                              |                     |   |                    |                    |                  |                       |
| Group I   | 6/13                |   | \$30.51            | 3                  | 66               | \$23.35               |
| Group II  | 6/13                |   | \$30.51            | 3                  | 66               | \$23.35               |
| Group III                                       | 6/13                |   | \$28.61            | 3                  | 66               | \$23.35               |
| Group III-A                                     | 6/13                |   | \$30.51            | 3                  | 66               | \$23.35               |
| Group IV  | 6/13                |   | \$25.15            | 3                  | 66               | \$23.35               |
| Group V   | 6/13                |   | \$25.15            | 3                  | 66               | \$23.35               |
| Pipe Fitter                                     | 7/13                |   | \$34.75            | 91                 | 69               | \$26.28               |
| Glazier   |                     |   | \$32.78            | 87                 | 31               | \$21.13 + 13.2%       |
| Laborer (Building):                             |                     |   |                    |                    |                  |                       |
| General   |                     | b | \$24.66            | 73                 | 7                | \$11.67               |
| First Semi-Skilled                              |                     | d | \$25.78            | 73                 | 7                | \$11.67               |
| Second Semi-Skilled                             |                     | c | \$25.16            | 73                 | 7                | \$11.67               |
| Lather  |                     |   | USE CARPENTER RATE |                    |                  |                       |
| Linoleum Layer and Cutter                       |                     |   | \$29.33            | 92                 | 26               | \$13.70               |
| Marble Mason                                    |                     |   | \$30.62            | 76                 | 51               | \$12.73               |
| Millwright                                      |                     |   | \$34.63            | 77                 | 41               | \$14.00               |
| Ironworker                                      |                     |   | \$32.28            | 11                 | 8                | \$20.975              |
| Painter   |                     |   | \$28.75            | 104                | 12               | \$13.41               |
| Plasterer                                       | 7/13                |   | \$30.21            | 67                 | 3                | \$16.38               |
| Plumber   | 7/13                |   | \$34.75            | 91                 | 69               | \$26.28               |
| Pile Driver                                     |                     |   | USE CARPENTER RATE |                    |                  |                       |
| Roofer \ Waterproofer                           |                     |   | \$29.50            | 15                 | 73               | \$15.67               |
| Sheet Metal Worker                              |                     |   | \$36.10            | 32                 | 25               | \$21.00               |
| Sprinkler Fitter - Fire Protection              |                     |   | \$38.78            | 66                 | 18               | \$20.55               |
| Terrazzo Worker                                 |                     |   | \$30.79            | 116                | 5                | \$11.09               |
| Tile Setter                                     |                     |   | \$30.62            | 76                 | 51               | \$12.73               |
| Truck Driver-Teamster                           |                     |   |                    |                    |                  |                       |
| Group I   |                     | f | \$28.625           | 35                 | 36               | \$8.65                |
| Group II  |                     | f | \$28.735           | 35                 | 36               | \$8.65                |
| Group III                                       |                     | f | \$28.775           | 35                 | 36               | \$8.65                |
| Group IV  |                     | f | \$28.845           | 35                 | 36               | \$8.65                |
| Traffic Control Service Driver                  |                     |   | \$28.775           | 22                 | 55               | \$9.045               |

Fringe Benefit Percentage is of the Basic Hourly Rate

Attention Workers: If you are not being paid the appropriate wage rate and fringe benefits contact the Division of Labor Standards at (573) 751-3403.

\*\*Annual Incremental Increase

Bidder's Initials: \_\_\_\_\_

**JEFFERSON COUNTY  
OVERTIME SCHEDULE - BUILDING CONSTRUCTION**

**FED:** Minimum requirement per Fair Labor Standards Act means time and one-half (1 ½) shall be paid for all work in excess of forty (40) hours per work week.

**NO. 3:** Means the regular workday shall consist of eight (8) consecutive hours, exclusive of a thirty (30) minute lunch period, with pay at the straight time rate. The regular workday shall begin between the hours of 6:00 a.m. and 9:00 a.m. The Employer may have the option to schedule the work week from Monday through Thursday at ten (10) hours per day at the straight time rate of pay with all hours in excess of ten (10) hours in any one day to be paid at the applicable overtime rate. If the Employer elects to work from Monday through Thursday and is stopped due to inclement weather, holiday or other conditions beyond the control of the Employer, they shall have the option to work Friday at the straight time rate of pay to complete the forty (40) hours for the workweek. All overtime work performed on Monday through Saturday shall be paid at time and one-half (1½) the hourly rate plus an amount equal to one-half (½) of the hourly Total Indicated Fringe Benefits. All work performed on Sundays and recognized holidays shall be paid at double (2) the hourly rate plus an amount equal to the hourly Total Indicated Fringe Benefits. Shifts may be established when considered necessary by the Employer. Shift hours and rates will be as follows. If shifts are established, work on the First Shift will begin between 6:00 a.m. and 9:00 a.m. and consist of eight (8) hours of work plus one-half hour unpaid lunch. Hours worked during the first shift will be paid at the straight time rate of pay. The second shift shall start eight hours after the start of the first shift and consist of eight (8) hours of work plus one-half hour unpaid lunch. Work on the second shift will begin between 2:00 p.m. and 5:00 p.m. and be paid the straight time rate plus \$2.50 per hour. The third shift shall start eight hours after the start of the second shift and consist of eight (8) hours plus one-half hour unpaid lunch. Work on the third shift will begin between 10:00 p.m. and 1:00 a.m. and be paid the straight time rate plus \$3.50 per hour. The additional amounts that are to be paid are only applicable when working shifts. Shifts that begin on Saturday morning through those shifts which end on Sunday morning will be paid at time and one-half these rates. Shifts that begin on Sunday morning through those shifts which end on Monday morning will be paid at double time these rates.

**NO. 11:** Means eight (8) hours shall constitute a day's work, with the starting time to be established between 6:00 a.m. and 8:00 a.m. from Monday to Friday. Time and one-half (1½) shall be paid for first two (2) hours of overtime Monday through Friday and the first eight (8) hours on Saturday. All other overtime hours Monday through Saturday shall be paid at double (2) time rate. Double (2) time shall be paid for all time on Sunday and recognized holidays or the days observed in lieu of these holidays.

**NO. 15:** Means the regular working day shall be scheduled to consist of at least eight (8) hours, but no more than ten (10) consecutive hours, exclusive of the lunch period. The regular working day may be scheduled to commence at any time between the hours of 5:00 a.m. and 10:00 a.m. All work performed in excess of forty (40) hours in one work week, or in excess of ten (10) hours in one work day shall be paid at the rate of one and one-half (1½) times the regular hourly wage scale. Any work performed on a Saturday shall be paid for at the rate of one and one-half (1½) times the regular hourly wage scale unless such Saturday work falls under the category of Saturday Make-Up Day. Any work performed by Employees anywhere on Sunday or recognized holidays, shall be paid for at the rate of double (2) time the regular wage scale. If, during the course of a work week, an Employee is unable to work for any reason, and, as a result, that Employee has not accumulated forty (40) hours of compensable time at the straight time rate, the Employer, at his option may offer the Employee the opportunity to work on Saturday at straight time; provided, however, if during the period worked by said Employee on Saturday, the Employee's compensable time at the straight time rate exceeds forty (40) hours, all time worked in excess of the forty (40) hours will be paid at the rate of one and one-half (1½) times the regular hourly wage scale.

**NO. 22:** Means a regular work week of forty (40) hours will start on Monday and end on Friday. The regular work day shall be either eight (8) or ten (10) hours. If a crew is prevented from working forty (40) hours Monday through Friday, or any part thereof by reason of inclement weather, Saturday or any part thereof may be worked as a make-up day at the straight time rate. Employees who are part of a regular crew on a make-up day, notwithstanding the fact that they may not have been employed the entire week, shall work Saturday at the straight time rate. A workday is to begin between 6:00 a.m. and 9:00 a.m. However, the project starting time may be advanced or delayed if mutually agreed to by the interest parties. For all time worked on recognized holidays, or days observed as such, double (2) time shall be paid.

**JEFFERSON COUNTY  
OVERTIME SCHEDULE - BUILDING CONSTRUCTION**

**NO. 26:** Means that the regular working day shall consist of eight (8) hours worked between 6:00 a.m., and 5:00 p.m., five (5) days per week, Monday to Friday, inclusive. Hours of work at each jobsite shall be those established by the general contractor and worked by the majority of trades. (The above working hours may be changed by mutual agreement). Work performed on Construction Work on Saturdays, Sundays and before and after the regular working day on Monday to Friday, inclusive, shall be classified as overtime, and paid for at double (2) the rate of single time. The employer may establish hours worked on a jobsite for a four (4) ten (10) hour day work week at straight time pay for construction work; the regular working day shall consist of ten (10) hours worked consecutively, between 6:00 a.m. and 6:00 p.m., four (4) days per week, Monday to Thursday, inclusive. Any work performed on Friday, Saturday, Sunday and holidays, and before and after the regular working day on Monday to Thursday where a four (4) ten (10) hour day workweek has been established, will be paid at two times (2) the single time rate of pay. The rate of pay for all work performed on holidays shall be at two times (2) the single time rate of pay.

**NO. 32:** The regular working day shall consist of seven and one-half (7½) hours of labor on the job between eight (8) a.m. and four (4) p.m. and the regular working week shall consist of five (5) consecutive seven and one-half (7½) hour days of labor on the job beginning with Monday and ending with Friday of each week. The normal work week is 37½ hours. All full-time or part-time labor performed during such hours shall be recognized as regular working hours and paid for at the regular hourly rate. All work performed during regular work hours on Saturdays shall be paid at time and one-half (1-1/2). All work performed outside of regular working hours and performed during the regular work week, shall be at double (2) times the regular rate, except that the first two (2) hours following the regular work day shall be paid at one and one-half (1½) times the regular rate. And, a flexible starting time as early as 7:00 a.m. may be implemented when mutually agreed upon by the interested parties. An early starting time of 6:00 a.m. may be used during summer months to avoid excessive afternoon temperatures. This early starting time to be used when mutually agreed upon by the interested parties. **SHIFT RATE:** Shift work would start after 4:00 p.m. to 6:00 a.m. The first 7½ hours would be at 115% of the basic wage rate. Overtime Monday through Friday would be at 1 ½ of base shift rate. Saturday first 7 ½ hours of work – 1½ of base shift rate. Saturday – work after 7½ hours – 2 times the basic wage rate. Sunday and Holidays – 2 times the basic wage rate. All work performed on recognized holidays and Sundays shall be paid double (2) time. Appropriate overtime rates to be based on fifteen minute increments.

**NO. 35:** Means a regular work week of forty (40) hours, will start on Monday and end on Friday. The regular work day shall be either eight (8) or ten (10) hours. If a crew is prevented from working forty (40) hours Monday through Friday, or any part thereof by reason of inclement weather, Saturday or any part thereof maybe worked as a make-up day at the straight time rate. Employees who are part of a regular crew on a make-up day, notwithstanding the fact that they may not have been employed the entire week, shall work Saturday at the straight time rate. A work day is to begin between 6:00 a.m. and 9:00 a.m. However, the project starting time maybe advanced or delayed if mutually agreed to by the interested parties. For all time worked on recognized holidays, or days observed as such, double (2) time shall be paid.

**NO. 43:** Eight (8) hours shall constitute a work day between the hours of 7:00 a.m. and 4:30 p.m. Forty (40) hours within five (5) days, Monday through Friday inclusive, shall constitute the work week. Work performed in the 9th and 10th hour, Monday through Friday, shall be paid at time and one-half (1½) the regular straight time rate of pay. Contractor has the option to pay two (2) hours per day at the time and one-half (1½) the regular straight time rate of pay between the hours of 6:00 a.m. and 5:30 p.m., Monday through Friday. Work performed outside the regularly scheduled working hours and on Saturdays, Sundays and recognized legal holidays, or days celebrated as such, shall be paid for at the rate of double (2) time.

**NO. 44:** Means forty (40) hours shall constitute a work week, Monday through Friday. Eight (8) hours shall constitute a work day. Hours of work shall be between the hours of 7:00 a.m. and 4:30 p.m. All work performed before 7:00 a.m. and after 4:30 p.m. and all work performed in excess of eight (8) hours in any one work day, over forty (40) hours in any work week and the first eight (8) hours of work on Saturday, shall be paid at the rate of one and one-half (1½) times the regular rate of pay. All hours worked in excess of eight (8) hours on Saturday, all hours worked on Sunday and on holidays, or days that may be celebrated as such, and as designated by the federal government, shall be paid at two (2) times the regular rate of pay. All shifts for work performed between the hours of 4:30 p.m. and 1:00 a.m. shall receive eight (8) hours pay at the regular hourly rate of pay plus two dollars (\$2.00) per clock hour. All work performed between the hours of 12:30 a.m. and 9:00 a.m. on a third shift shall receive eight (8) hours pay at the regular hourly rate plus four dollars (\$4.00) per clock hour. All overtime work required after the completion of a regular shift shall be paid at one and one-half times (1½ x) the "shift" hourly rate.

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OVERTIME SCHEDULE - BUILDING CONSTRUCTION**

**NO. 55:** Means the regular work day shall be eight (8) hours between 6:00 a.m. and 4:30 p.m. The first two (2) hours of work performed in excess of the eight (8) hour work day, Monday through Friday, and the first ten (10) hours of work on Saturday, shall be paid at one & one-half (1½) times the straight time rate. All work performed on Sunday, observed holidays and in excess of ten (10) hours a day, Monday through Saturday, shall be paid at double (2) the straight time rate.

**NO. 57:** Means eight (8) hours per day shall constitute a day's work and forty (40) hours per week, Monday through Friday, shall constitute a week's work. The regular starting time shall be 8:00 a.m. If a second or third shift is used, the regular starting time of the second shift shall be 4:30 p.m. and the regular starting period for the third shift shall be 12:30 a.m. These times may be adjusted by the employer. The day shift shall work a regular eight (8) hours shift as outlined above. Employees working a second shift shall receive an additional \$0.25 above the regular hourly rate and perform seven and one-half (7½) hours work for eight (8) hours pay. Third shift employees shall be paid an additional \$0.50 above the regular hourly rate and work seven (7) hours for eight (8) hours pay. When circumstances warrant, the Employer may change the regular workweek to four (4) ten-hour days at the regular time rate of pay. All time worked before and after the established workday of eight (8) hours, Monday through Friday, and all time worked on Saturday shall be paid at the rate of time and one-half (1½) except in cases where work is part of an employee's regular Friday shift. All time worked on Sunday and recognized holidays shall be paid at the double (2) time rate of pay except in cases where work is part of an employee's previous day's shift. For all overtime hours worked \$25.65 of the fringe benefits portion of the prevailing wage shall be paid at the same overtime rate at which the cash portion of the prevailing wage is to be paid. The remaining \$1.24 of the fringe benefit portion of the prevailing wage may be paid at straight time.

**NO. 66:** Means eight (8) hours shall constitute a day's work beginning at 7:00 a.m. (or 8:00) A.M. and ending at 3:30 (or 4:30) P.M. The work week shall be forty (40) hours beginning Monday at 7:00 a.m. (or 8:00) A.M. and ending Friday at 3:30 (or 4:30) P.M. The Employer at his option may use a flexible starting time between the hours of 6:00 a.m. and 8:00 a.m. All overtime, that is worked outside of the above established working hours of Monday through Friday, shall be paid at double (2) time, including Saturdays, Sundays and Holidays.

**NO. 67:** Means eight (8) hours shall constitute a day's work, with a flexible starting time to begin between 6:00 a.m. to 8:00 a.m., five (5) days a week, Monday through Friday. Any work over eight (8) hours in any one day shall be at the overtime rate, which is time & one-half (1½). Any work on Saturday shall be at time & one-half (1½), unless a Make-Up Day due to inclement weather is in effect. Any work on Sundays or holidays shall be at double (2) time. Four (4) days, ten (10) hours each day to be worked during Monday through Friday, shall be paid at straight time. A Make-Up Day Due To Inclement Weather Only - Employee(s) will be permitted to work an eight (8) hour make-up day on Saturday only, and the employee will receive the regular straight time wage rate.

**NO. 72:** Means that except as is otherwise provided herein, the work week shall be determined to begin at 8:00 a.m. Wednesday and end at 4:30 p.m. on the following Tuesday. Except as herein provided, working hours are from 8:00 a.m. to 11:55 a.m. and 12:30 p.m. to 4:25 p.m. and no more than the regular hours shall be worked during the forenoon or afternoon at the regular rate. In the case of days of inclement weather starting time and quitting time may be adjusted so long as the hours worked on such days do not exceed eight (8) and do not extend beyond 4:30 p.m. In circumstances where the Employee or Employees have regularly been working overtime on a particular day or days, no adjustment in the starting time shall operate to deprive Employees of overtime pay, which they would have otherwise received but for the change in the starting time. The parties understand that the application of the provisions of the preceding sentence will result in Employees receiving overtime pay even where they have not worked more than with (8) hours on a particular day. Regardless of the starting time, the forenoon working hours shall end at 11:55 a.m. and the afternoon working hours shall begin at 12:30 p.m. and end 8 hours and 25 minutes after the starting time fixed by the Employer for forenoon hours. Work performed by an employee on a non-holiday Saturday, except as hereinafter provided, or at night or before or after regular working hours on a non-holiday weekday, shall be considered overtime work, for which Employees working during such time shall be paid at the rate of one and one-half (1½) times their regular hourly wage rate for each hour or fraction thereof, worked during such time. Work performed on a Sunday or the recognized holidays shall be considered overtime work for which the Employee shall be paid twice the amount of his or her regular hourly wage rate for each hour or fraction thereof worked on any such day.

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OVERTIME SCHEDULE - BUILDING CONSTRUCTION**

**NO. 73:** Means eight (8) hours shall constitute a day's work to begin at 8:00 a.m. and end at 4:30 p.m. The starting time may be advanced one (1) or two (2) hours. Employees shall receive time and one-half (1½) for all time they are required to work before 8:00 a.m., during the lunch period or after 4:30 p.m. unless the starting time is advanced as provided above. Forty (40) hours shall constitute a week's work, Monday through Friday, or any part thereof by reason of inclement weather (rain or mud), Saturday or any part thereof may be worked as a make-up day at the straight time rate. The Employer shall have the option of working five (5) eight (8) hour day's or four (4) ten (10) hour day's Monday through Friday. If an Employer elects to work five (5) eight (8) hour days during any work week, hours worked more than eight (8) per day or forty (40) per week shall be paid at time and one-half (1½) the hourly rate Monday through Friday. If an employer elects to work four (4) ten (10) hour days in any week, work performed more than ten (10) hours per day or forty (40) hours per week shall be paid at time and one-half (1½) the hourly rate Monday through Friday. If an Employer is working ten (10) hour days and loses a day due to inclement weather, he may work ten (10) hours Friday at straight time. All time over the regular workday as defined and all hours worked on Saturday shall be paid at the rate of one and one-half (1½) the regular rate of wages. If workmen are required to work recognized holidays or days observed as such, or on Sunday, they shall receive double (2) the regular rate of pay for such work. If a laborer is assisting another craft on a make-up day and the other craft is receiving overtime pay the laborer shall receive the same overtime multiple as the craft assisted. No overtime rates shall be broken down into less than thirty (30) minute units of time. Projects that cannot be performed during regular workday: Building construction work, if required by the owner, the contractor may perform work outside the normal hours and employees shall be paid applicable straight time hourly wage rate plus a premium of \$1.50 per hour for the first eight hours worked. Any hours worked in excess of eight hours shall be paid at the applicable overtime rate plus \$1.50 per hour premium. Shift work: The Employer may elect to work, one, two or three shifts on any work. When two or more shifts are worked on any operation, the first shift or day shift shall consist of eight (8) hours exclusive of lunch time; the second or swing shift consist of eight (8) hours' work for eight and one-half hours pay, exclusive of lunch time; the second or graveyard shift shall consist of eight (8) hours' work for nine (9) hours' pay exclusive of lunch time. The swing shift shall be paid twenty-five cents (\$.25) per hour above the regular rate of pay. The graveyard shift shall be paid fifty cents (\$.50) per hour above the regular rate of pay. Multiple shift (second or third shift) operation will not be construed on the entire project if at any time it is deemed advisable and necessary for the employer to a specific operation. However, no shift shall be started between midnight and 6:00 a.m. except the graveyard shift on a three (3) shift operation, or except in unusual or emergency, regardless if the project is working one (1) or two (2) shift. Shifts shall be established for a minimum of three (3) consecutive workdays. When 2-10 or 12 hour shifts are worked, the second shift shall receive \$.50 per hour above regular rate of pay. When the employer elects to work 2-10 or 12 hour shifts, the first 8 hours shall be at straight time rates. The remaining 2 or 4 hours shall be at the overtime rate of time and one-half.

**NO. 76:** Means the standard workday shall consist of eight (8) hours of work between the hours of 8:00 a.m. and 4:30 p.m. with a thirty (30) minute unpaid lunch hour occurring in the middle of the shift. The standard workweek shall consist of five standard workdays commencing on Monday and ending on Friday. The normal starting and quitting times may be changed by mutual consent of interested parties. All time worked before and after the established eight (8) hour workday, Monday through Friday, and all time worked on Saturday, shall be paid for at the rate of time & one-half (1½) the hourly base wage rate in effect. All time worked on Sunday and holidays shall be paid at the rate of double (2) the hourly wage in effect. All work done on Saturday will be done at time & one-half (1½), unless Saturday shall be used as a make-up day. If an employee should lose one or more days in a work week and use Saturday as a make-up day the pay shall be at the regular hourly base wage rate and benefits.

**NO. 77:** Means the regular workday shall consist of eight (8) consecutive hours, exclusive of a thirty (30) minute lunch period, with pay at the regular straight time hourly rate. The regular workday shall begin on the job site between the hours of 6:00 a.m. and 8:00 a.m. with the starting time to be determined by the Employer, unless project owner requires different starting time. This adjustable starting time can, at the Employer's option, be staggered to permit starting portions of the work force at various times within the prescribed hours. The Employer may establish a four (4) ten (10) hour shift exclusive of the thirty (30) minute lunch period at the straight time wage rate. Forty (40) hours per week shall constitute a week's work Monday through Thursday. In the event a job is down due to weather conditions, safety or other conditions beyond the control of the Employer, then Friday may, at the option of the employer, be worked as a make-up day at the straight time wage rate. Straight time is not to exceed ten (10) hours a day or forty (40) hours per week. Time and one-half (1½) shall be paid for all overtime hours worked during the week, Monday through Friday and for all work performed on Saturday. Double (2) time shall be paid for all time worked on Sunday and recognized holidays.

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OVERTIME SCHEDULE - BUILDING CONSTRUCTION**

**NO. 80:** Means eight (8) hours shall constitute the regular work day and forty (40) hours a work week, Monday through Friday. The Employer shall establish the starting time between 6:30 a.m. through 9:00 a.m. An Employer may further adjust the starting time up to 9:30 a.m. throughout the year. Time and one-half (1½) shall be paid after eight (8) consecutive hours worked after the established starting time and for hours worked before the established starting time. Time and one-half (1½) shall be paid for work performed on Saturdays. Work performed on Sundays and Holidays shall be paid at the double (2) time rate of pay. The Employer when working on Highway and Road Work may have the option to schedule the work week for his paving crew only from Monday through Thursday at ten (10) hours per day at the straight time rate of pay with all hours in excess of ten (10) hours in any one day to be at the applicable overtime rate of time and one-half (1½). If the Employer elects to work from Monday through Thursday and is stopped due to inclement weather (rain, snow, sleet falling), the Employer shall have the option to work Friday at the straight time rate of pay to complete the forty (40) hours.

**NO. 82:** Means the work day shall consist of eight (8) hours worked between 7:00 a.m. and 4:30 p.m. Forty (40) hours will constitute the work week from Monday through Friday, inclusive. Up to four (4) hours of overtime work per day performed before or after the assigned normal work day, (twelve (12) continuous hours, starting no earlier than 6:00 a.m., Monday through Friday), shall be paid at a rate of one and one-half times (1.5x) that employee's hourly rate. Any additional overtime, Monday through Friday, shall be paid at two times (2x) the regular rate of pay. The first eight hours of overtime work on Saturday shall be paid at the rate of one and one-half times (1.5x) the regular rate of pay. Hours worked in excess of eight (8) hours on Saturday shall be paid at two times (2x) the regular rate of pay. Double time shall be paid for work performed on Sundays, recognized legal holidays or days that may be celebrated as such as designated by the federal government. All shifts for work performed between the hours of 4:30 p.m. and 1:00 a.m. shall be paid at the regular hourly rate plus two dollars (\$2.00) per clock hour. All shifts for work performed between the hours of 12:30 a.m. and 9:00 a.m. shall be paid at the regular hour rate plus four dollars (\$4.00) per clock hour. All overtime work required after the completion of a regular shift shall be paid at one and one-half times (1.5x) the "shift" hourly rate.

**NO. 87:** Means eight (8) hours starting between 6:00 a.m. and 8:00 a.m. and ending between 2:30 p.m. and 4:30 p.m. at the Employers discretion shall constitute a day's work. Any work prior to 6:00 a.m. or after eight (8) hours shall be paid at the overtime rate. Five (5) days from Monday through Friday inclusive shall constitute a regular work week. All hours before and after these regular hours shall be considered overtime and shall be paid for at the rate of double (2) time. All work on Saturday and Sunday shall be paid at double (2) the prevailing scale of wages.

**NO. 91:** Means eight (8) hours shall constitute a day's work commencing at 7:00 a.m. and ending at 3:30 p.m., allowing one-half (½) hour for lunch. The option exists for the Employer to use a flexible starting time between the hours of 6:00 a.m. and 9:00 a.m. The regular workweek shall consist of forty (40) hours of five (5) workdays, Monday through Friday. The workweek may consist of four (4) ten (10) hour days from Monday through Thursday, with Friday as a make-up day. If the make-up day is a holiday, the employee shall be paid at the double (2) time rate. The employees shall be paid time and one-half (1½) for work performed on Saturdays, before the regular starting time or after the regular quitting time or over eight (8) hours per work day (unless working a 10-hour work day, then time and one-half (1½) is paid for work performed over ten (10) hours a day) or over forty (40) hours per work week. Work performed on Sundays and recognized holidays shall be paid at the double (2) time rate of pay. **SHIFT WORK:** When it is necessary for the project to operate in shifts, there will be three (3) eight (8) hour shifts commencing at 8:00 a.m. Shift work must continue for a period of not less than three (3) consecutive work days, two (2) days which must be regular work days (Monday through Friday). In the event the second or third shift of any regular work day shall fall into a Saturday or a holiday, such extension into a Saturday or holiday shall be considered as part of the previous workday and employees shall be paid at the regular shift rate. The first day shift shall work a regular eight (8) hour day at regular rates. The second shift shall be eight (8) hours regular time pay plus \$2.50 per hour premium for eight (8) hours work. Third shift will be for eight (8) hours regular time pay plus \$3.00 per hour premium for eight (8) hours work.

**NO. 92:** Means all work performed from 8:00 a.m. to 4:30 p.m., Monday through Friday, will be at straight time pay up to forty (40) hours per week. All work performed Monday through Friday before 8:00 a.m. and after 4:30 p.m. will be done at time and one-half (1½). All work done on Saturday will be done at time and one-half (1½), unless the employer and employee agree that Saturday shall be used as a make-up day. The Employer may use a flexible starting time of 7:00 a.m. to 8:00 a.m., and quitting time of 3:30 p.m. to 4:30 p.m., and any such different work starting time shall determine whether wages are payable at the straight rate or the premium rate. All work performed on Saturday shall be paid for at time and one-half (1½), unless the Saturday has been used as a make-up day. All work performed on Sunday and holidays shall be paid for at the rate of double (2) time.

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OVERTIME SCHEDULE - BUILDING CONSTRUCTION**

**NO. 104:** Means eight (8) hours per day shall constitute a standard work day between the hours of 6:00 a.m. and 8:00 p.m. The standard work week shall be forty (40) hours between 6:00 a.m. on Monday and ending 8:00 p.m. on Friday. An overtime rate of time and one-half (1½) the base hourly rate shall be paid on all hours in excess of eight (8) hours in a day Monday through Friday. Saturdays shall be considered overtime and work done on Saturday shall be paid at time and one-half (1½) the prevailing scale. Sundays and holidays shall be considered overtime and work done on these days shall be paid at double (2) the prevailing scale.

**NO. 116:** Means the standard work day shall consist of eight (8) hours of work between the hours of 8:00 a.m. and 4:30 p.m. The standard work week shall consist of five standard work days commencing on Monday and ending on Friday inclusive. All time worked before and after the established eight (8) hour work day, Monday through Friday, and all time worked on Saturdays, shall be paid for at the rate of time & one-half (1½) the hourly base wage rate in effect. All time worked on Sundays and recognized holidays shall be paid for at the rate of double (2) the hourly base wage rate in effect.

**NO. 126:** Means eight (8) hours per day shall constitute a day's work and forty (40) hours per week, Monday through Friday, shall constitute a week's work. The regular starting time shall be 8:00 a.m. If a second or third shift is used, the regular starting time of the second shift shall be 4:30 p.m. and the regular starting period for the third shift shall be 12:30 a.m. These times may be adjusted by the employer. The day shift shall work a regular eight (8) hours shift as outlined above. Employees working a second shift shall receive an additional \$0.25 above the regular hourly rate and perform seven and one-half (7½) hours work for eight (8) hours pay. Third shift employees shall be paid an additional \$0.50 above the regular hourly rate and work seven (7) hours for eight (8) hours pay. When circumstances warrant, the Employer may change the regular workweek to four (4) ten-hour days at the regular time rate of pay. All time worked before and after the established workday of eight (8) hours, Monday through Friday, and all time worked on Saturday shall be paid at the rate of time and one-half (1½) except in cases where work is part of an employee's regular Friday shift. All time worked on Sunday and recognized holidays shall be paid at the double (2) time rate of pay except in cases where work is part of an employee's previous day's shift. For all overtime hours worked \$25.77 of the fringe benefits portion of the prevailing wage shall be paid at the same overtime rate at which the cash portion of the prevailing wage is to be paid. The remaining \$1.24 of the fringe benefit portion of the prevailing wage may be paid at straight time.

**JEFFERSON COUNTY  
HOLIDAY SCHEDULE – BUILDING CONSTRUCTION**

**NO. 3:** All work done on New Year's Day, Memorial Day, Independence Day, Labor Day, Veteran's Day (November 11), Thanksgiving Day, and Christmas Day shall be compensated at the double (2) time rate of pay. When any of these holidays fall on a Sunday, the following Monday shall be observed. No work shall be performed on the days set forth except in cases of emergencies to protect life or property.

**NO. 5:** All work that shall be done on New Year's Day, Memorial Day, Fourth of July, Labor Day, Veteran's Day, Thanksgiving Day, and Christmas Day shall be paid at the double (2) time rate of pay.

**NO. 6:** The following days are recognized as holidays: New Year's Day, Memorial Day, Fourth of July, Labor Day, Veterans Day, Thanksgiving Day, Christmas Day and any additional holidays which may be mutually agreed upon. Whenever any such holiday falls on a Sunday, the following Monday shall be recognized and observed as the holiday. Work performed on Sundays and holidays shall be paid at the double time rate of pay. No work shall be performed on Labor Day.

**NO. 7:** The following days are assigned days and are recognized as holidays: New Year's Day, Memorial Day, Independence Day, Labor Day, Veteran's Day, Thanksgiving Day, and Christmas Day. If a holiday falls on a Sunday, it shall be observed on the following Monday. If a holiday falls on a Saturday, it shall be observed on the preceding Friday. No work shall be performed on Labor Day except in case of jeopardy to work under construction. This is applied to protect Labor Day. When a holiday falls during the normal workweek, Monday through Friday, it shall be counted as eight (8) hours toward the forty (40) hour week. However, no reimbursement for these eight (8) hours is to be paid to the workman unless worked. If workman are required to work the above enumerated holidays or days observed as such, or on Sunday, they shall receive double (2) the regular rate of pay for such work.

**NO. 8:** All work performed on New Year's Day, Memorial Day, Independence Day, Labor Day, Veteran's Day, Thanksgiving Day, and Christmas Day, or the days observed in lieu of these holidays, shall be paid at the double time rate of pay.

**NO. 12:** All work done on New Year's Day, Decoration Day, Independence Day, Veteran's Day, Thanksgiving Day and Christmas Day shall be paid at the double time rate of pay. Should any of these days fall on Sunday, then the following day shall be observed as the holiday. Under no circumstances shall employees be permitted to work on Labor Day.

**NO. 18:** All work done on New Year's Day, Memorial Day, July 4th, Labor Day, Veteran's Day, Thanksgiving Day, the Friday following Thanksgiving and Christmas Day shall be paid at the double time rate of pay. When one of the above holidays falls on Sunday, the following Monday shall be considered the holiday, and when one of the above holidays falls on Saturday, the preceding Friday shall be considered the holiday, and all work performed on said day(s) shall be paid at the double time rate.

**NO. 25:** All work done on New Year's Day, Martin Luther King Day, Memorial Day, Independence Day, Labor Day, Veteran's Day, Thanksgiving Day, the day after Thanksgiving, Christmas Day, Presidential Election Day, or days locally observed as such, and Saturday and Sunday shall be recognized as holidays and shall be paid at the double (2) time rate of pay. If a named holiday falls on a Saturday, the holiday will be observed on the preceding Friday. When a named holiday falls on Sunday, the Monday after will be observed as the holiday. Appropriate overtime rates to be based on fifteen minute increments.

**NO. 26:** All work done on New Year's Day, Memorial Day, Fourth of July, Labor Day, Veteran's Day, Thanksgiving Day and Christmas Day shall be paid at the double time rate of pay. When a Holiday occurs on Saturday it shall not be observed on either the previous Friday or the following Monday. Such days shall be regular work days. If such a holiday occurs on Sunday it shall be observed on the following Monday.

**NO. 31:** All work done on New Year's Day, Presidents Day, Good Friday, Memorial Day, Fourth of July, Labor Day, Veteran's Day, Thanksgiving Day, Friday after Thanksgiving Day, Christmas Day, and Employee's Birthday shall be paid at the double time rate of pay. If a holiday falls on Sunday, the following Monday will be observed as the recognized holiday. If a holiday falls on Saturday, the preceding Friday will be observed as the recognized holiday.

**JEFFERSON COUNTY  
HOLIDAY SCHEDULE – BUILDING CONSTRUCTION**

**NO. 36:** The following days are recognized as holidays: New Year's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day and Christmas Day. If a holiday falls on a Sunday, it shall be observed on the following Monday. No work shall be performed on Labor Day except in case of jeopardy to work under construction. This rule is applied to protect Labor Day. When a holiday falls during the normal work week, Monday through Friday, it shall be counted as eight (8) hours toward the forty (40) hour week; however, no reimbursement for this eight (8) hours is to be paid the workman unless worked. An Employer working a four (4) day, ten (10) hour schedule may use Friday as a make-up day when an observed holiday occurs during the work week. Employees have the option to work that make-up day. If workmen are required to work the above enumerated holidays, or days observed as such, they shall receive double (2) the regular rate of pay for such work.

**NO. 41:** The following days shall be observed as legal holidays: New Year's Day, Memorial Day, Fourth of July, Labor Day, Veteran's Day, Thanksgiving Day and Christmas Day. No work shall be performed on the Fourth of July, Labor Day or Christmas Day. Any work performed on the above holidays shall be paid for at two (2) times the regular straight time rate of pay. When any of the above holidays fall on Sunday, the following Monday shall be observed as such holiday. If a holiday falls on Saturday, it shall not be considered to be observed on the previous Friday or following Monday. Such days shall be regular workdays.

**NO. 45:** All work performed on New Year's Day, Memorial Day, Independence Day, Labor Day, Veteran's Day, Thanksgiving Day, the day after Thanksgiving, the day before Christmas, and Christmas Day, shall be paid at the double time rate of pay.

**NO. 47:** The following holidays are recognized: New Year's Day, Memorial Day, Fourth of July, Labor Day, Veteran's Day, Thanksgiving Day, the day after Thanksgiving and Christmas Day. When a holiday listed above falls on Saturday, it shall be celebrated on the Friday preceding the holiday. When a holiday falls on Sunday, the following Monday shall be observed. Holidays referred to above shall be paid for at the double (2) time rate of pay when worked.

**NO. 51:** All time worked on Sundays and recognized holidays shall be paid for at the rate of double (2) the hourly base wage rate in effect. The Employer agrees to recognize the following holidays: New Year's Day, Memorial Day, Independence Day, Labor Day, Veteran's Day, Thanksgiving Day and Christmas Day. If the holiday falls on Sunday, it shall be recognized on the following Monday. If the holiday falls on a Saturday, it shall be recognized as a Saturday only holiday.

**NO. 54:** All work performed on New Year's Day, Memorial Day, Independence Day, Labor Day, Veteran's Day, Thanksgiving Day, the Friday after Thanksgiving Day, and Christmas Day shall be paid at the double (2) time rate of pay. When a holiday falls on Saturday, it shall be observed on Friday. When a holiday falls on Sunday, it shall be observed on Monday.

**NO. 55:** The following days are recognized as holidays: New Year's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day and Christmas Day. If a holiday falls on a Sunday, it shall be observed on the following Monday. No work shall be performed on Labor Day except in case of jeopardy to work under construction. This rule is applied to protect Labor Day. When a holiday falls during the normal work week, Monday through Friday, it shall be counted as eight (8) hours toward the forty (40) hour week; however, no reimbursement for this eight (8) hours is to be paid the workmen unless worked. An Employer working a four (4) day, ten (10) hour schedule may use Friday as a make up day when an observed holiday occurs during the work week. Employees have the option to work that make up day. If workmen are required to work the above enumerated holidays, or days observed as such, they shall receive double (2) the regular rate of pay for such work.

**NO. 60:** All work performed on New Year's Day, Armistice Day (Veteran's Day), Decoration Day (Memorial Day), Independence Day (Fourth of July), Thanksgiving Day and Christmas Day shall be paid at the double time rate of pay. No work shall be performed on Labor Day except when triple (3) time is paid. When a holiday falls on Saturday, Friday will be observed as the holiday. When a holiday falls on Sunday, the following Monday shall be observed as the holiday.

**JEFFERSON COUNTY  
OVERTIME SCHEDULE – HEAVY CONSTRUCTION**

**FED:** Minimum requirement per Fair Labor Standards Act means time and one-half (1 ½) shall be paid for all work in excess of forty (40) hours per work week.

**NO. 2:** Means a regular workweek shall be forty (40) hours and will start on Monday and end on Friday. The Employer shall have the option of working five 8-hour days or four 10-hour days Monday through Friday. If an Employer elects to work five 8-hour days during any workweek, hours worked more than eight (8) per day or 40 per week shall be paid at time and one-half the hourly rate Monday through Friday. If an Employer elects to work four 10-hour days in a week, work performed more than ten (10) hours per day or 40 hours per week shall be paid at time and one-half the hourly rate Monday through Friday. When working a five 8-hour day schedule and an Employer is prevented from working forty (40) hours Monday through Friday, or any part thereof, by reason of inclement weather, Saturday or any part thereof may be worked as a make-up day at the straight time rate. If an Employer is working a four 10-hour day schedule and loses a day due to inclement weather, he may work 10 hours Friday at straight time. All hours worked over the 40 hours Monday through Friday will be paid at 1 ½ overtime rate. A workday shift is to begin at the option of the Employer, between 6:00 a.m. and not later than 9:00 a.m. However, the project starting time may be advanced or delayed if required. If workmen are required to work the enumerated holidays or days observed as such or Sundays, they shall receive double (2) the regular rate of pay for such work. Overtime shall be computed at one-half (1/2) hour intervals. Shift: The Contractor may elect to work one, two or three shifts on any work. When operating on more than one shift, the shifts shall be known as the day shift, swing shift, and graveyard shift as such terms are recognized in the industry. When two shifts are worked on any operation, the shifts will consist of eight (8) or ten (10) hours exclusive of lunchtime. When three shifts are worked the first day or day shift will consist of eight (8) hours exclusive of lunchtime. The second or swing shift shall consist of seven and one-half (7 1/2) hours work for eight hours pay, exclusive of lunchtime, and the third or the graveyard shift shall consist of seven (7) hours work for eight (8) hours pay, exclusive of the lunchtime. All time in excess of normal shifts shall be considered overtime. Multiple shift (the two or three shift) operation will not be construed on the entire project if at any time it is deemed advisable and necessary for the Employer to multiple shift a specific operation. However, no shift shall be started between midnight and six a.m. except the graveyard shift on a three-shift operation, or except in an unusual or emergency situation. If an Employer starts a shift between midnight and 6 a.m. except the graveyard shift on a three-shift operation, he shall reimburse all employees for the entire shift at the double time rate. Completion of the second shift on a two-shift operation or completion of the graveyard shift on a three-shift operation that carries over into Saturday morning, shall be at the straight time rate. Overtime shall be computed at ½ hour intervals.

**NO. 9:** Eight (8) hours shall constitute a work day between the hours of 7:00 a.m. and 4:30 p.m. Forty (40) hours within five (5) days, Monday through Friday inclusive, shall constitute the work week. Work performed in the 9th and 10th hour, Monday through Friday, shall be paid at time and one-half (1½) the regular straight time rate of pay. Contractor has the option to pay two (2) hours per day at the time and one-half (1½) the regular straight time rate of pay between the hours of 6:00 a.m. and 5:30 p.m., Monday through Friday. Work performed in the first eight (8) hours on Saturday shall be paid at the rate of one and eight tenths (1.8) the regular straight time rate. Work performed outside these hours and on Sundays and recognized legal holidays, or days celebrated as such, shall be paid for at the rate of double (2) time.

| OCCUPATIONAL TITLE                              | * Date of Increase | Basic Hourly Rates | Over-Time Schedule | Holiday Schedule | Total Fringe Benefits |
|---|--------------------|--------------------|--------------------|------------------|-----------------------|
| Carpenter                                       |                    | \$34.03            | 23                 | 16               | \$13.90               |
| Millwright                                      |                    | \$34.03            | 23                 | 16               | \$13.90               |
| Pile Driver                                     |                    | \$34.03            | 23                 | 16               | \$13.90               |
| Electrician (Outside-Line Construction)\Lineman |                    | \$38.91            | 9                  | 12               | \$5.00 + 37.5%        |
| Lineman Operator                                |                    | \$33.59            | 9                  | 12               | \$5.00 + 37.5%        |
| Lineman - Tree Trimmer                          |                    | \$24.25            | 32                 | 31               | \$5.00 + 23%          |
| Groundman                                       |                    | \$25.97            | 9                  | 12               | \$5.00 + 37.5%        |
| Groundman - Tree Trimmer                        |                    | \$19.22            | 32                 | 31               | \$5.00 + 23%          |
| Operating Engineer                              |                    |                    |                    |                  |                       |
| Group I   | 6/13               | \$30.51            | 10                 | 9                | \$23.35               |
| Group II  | 6/13               | \$30.51            | 10                 | 9                | \$23.35               |
| Group III                                       | 6/13               | \$29.21            | 10                 | 9                | \$23.35               |
| Group IV  | 6/13               | \$25.75            | 10                 | 9                | \$23.35               |
| Oilier-Driver                                   | 6/13               | \$26.21            | 10                 | 9                | \$23.35               |
| Cement Mason                                    | 6/13               | \$30.20            | 17                 | 11               | \$15.36               |
| Laborer   |                    |                    |                    |                  |                       |
| General Laborer                                 | 6/13               | \$28.01            | 2                  | 4                | \$12.07               |
| Skilled Laborer                                 | 6/13               | \$28.61            | 2                  | 4                | \$12.07               |
| Truck Driver-Teamster                           |                    |                    |                    |                  |                       |
| Group I   |                    | \$29.88            | 25                 | 21               | \$10.90               |
| Group II  |                    | \$29.99            | 25                 | 21               | \$10.90               |
| Group III                                       |                    | \$30.03            | 25                 | 21               | \$10.90               |
| Group IV  |                    | \$30.10            | 25                 | 21               | \$10.90               |
| Traffic Control Service Driver                  |                    | \$28.775           | 26                 | 25               | \$9.045               |

Use Heavy Construction Rates on Highway and Heavy construction in accordance with the classifications of construction work established in 8 CSR 30-3.040(3).

Use Building Construction Rates on Building construction in accordance with the classifications of construction work established in 8 CSR 30-3.040(2).

If a worker is performing work on a heavy construction project within an occupational title that is not listed on the Heavy Construction Rate Sheet, use the rate for that occupational title as shown on the Building Construction Rate sheet.

**JEFFERSON COUNTY  
HOLIDAY SCHEDULE – BUILDING CONSTRUCTION**

**NO. 66:** All work performed on Sundays and the following recognized holidays, or the days observed as such, of New Year's Day, Decoration Day, Fourth of July, Labor Day, Veteran's Day, Thanksgiving Day and Christmas Day, shall be paid at double (2) the hourly rate plus an amount equal to the hourly Total Indicated Fringe Benefits. Whenever any such holidays fall on a Sunday, the following Monday shall be observed as a holiday.

**NO. 69:** All work performed on New Year's Day, Memorial Day, July Fourth, Labor Day, Veteran's Day, Thanksgiving Day or Christmas Day shall be compensated at double (2) their straight-time hourly rate of pay. Friday after Thanksgiving and the day before Christmas are also holidays, however, if the employer chooses to work the normal work hours on these days, the employee will be paid at straight -time rate of pay. If a holiday falls on a Saturday, the holiday will be observed on Saturday; if a holiday falls on a Sunday, the holiday will be observed on the following Monday.

**NO. 71:** All work performed on the following recognized holidays, or days that may be celebrated as such, shall be paid at the double (2) time rate of pay: New Year's Day, Memorial Day, Independence Day, Labor Day, Veterans Day, Thanksgiving Day, Day after Thanksgiving and Christmas Day. If a holiday falls on Sunday, it shall be celebrated on Monday. If a holiday falls on Saturday, it shall be celebrated on the Friday proceeding such Saturday.

**NO. 73:** The following days are recognized as holidays: New Year's Day, Memorial Day, Fourth of July, Labor Day, Veteran's Day (or mutually agreed date of the Friday after Thanksgiving Day may be substituted for Veteran's Day), Thanksgiving Day and Christmas Day, or in the event that any of said Holidays falls on Sunday, then the day or days generally recognized as such. Any work performed anywhere on any of the aforesaid Holidays, or on the day or days recognized and observed as such, shall be paid for at double (2) time the regular hourly rate.

**JEFFERSON COUNTY  
HOLIDAY SCHEDULE – HEAVY CONSTRUCTION**

**NO. 4:** All work performed on New Year's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, Christmas Day, or observed as such, shall be paid at the double time rate of pay. When a Holiday falls on a Sunday, Monday shall be observed. No work shall be performed on Labor Day, except in case of jeopardy to life or property. This is applied to protect Labor Day.

**NO. 9:** All work performed on Sundays and the following recognized holidays, or the days observed as such, of New Year's Day, Decoration Day, Fourth of July, Labor Day, Veteran's Day, Thanksgiving Day and Christmas Day, shall be paid at double (2) the hourly rate plus an amount equal to the hourly Total Indicated Fringe Benefits. Whenever any such holidays fall on a Sunday, the following Monday shall be observed as a holiday.

**NO. 11:** Means all work performed on New Year's Day, Memorial Day, Fourth of July, Labor Day, Veteran's Day, Thanksgiving Day, Christmas Day, and any additional holidays which may be mutually agreed upon shall be paid at the double (2) time rate of pay. Whenever any such holiday falls on a Sunday, the following Monday shall be recognized and observed as the holiday. No work shall be performed on Labor Day.

**NO. 12:** All work performed on New Year's Day, Memorial Day, Fourth of July, Labor Day, Veteran's Day, Thanksgiving Day, Christmas Day, or days celebrated as such, shall be paid at the double time rate of pay. When one of the foregoing holidays falls on Sunday, it shall be celebrated on the following Monday. When one of the foregoing holidays falls on Saturday, it shall be celebrated on the Friday before the holiday.

**NO. 16:** The following days are recognized as holidays: New Year's Day, Memorial Day, Fourth of July, Labor Day, Thanksgiving Day and Christmas Day. If a holiday falls on Sunday, it shall be observed on the following Monday. If a holiday falls on Saturday, it shall be observed on the preceding Friday. No work shall be performed on Labor Day except in case of jeopardy to work under construction. This rule is applied to protect Labor Day. When a holiday falls during the normal work week, Monday through Friday, it shall be counted as eight (8) hours toward the forty (40) hour week; however, no reimbursement for this eight (8) hours is to be paid to the worker unless worked. If workers are required to work the above recognized holidays or days observed as such, they shall receive double (2) the regular rate of pay for such work.

**NO. 21:** The following days are recognized as holidays: New Year's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day and Christmas Day. If a holiday falls on a Sunday, it shall be observed on the following Monday. No work shall be performed on Labor Day except in case of jeopardy to work under construction. This rule is applied to protect Labor Day. When a holiday falls during the normal work week, Monday through Friday, it shall be counted as eight (8) hours toward the forty (40) hour week; however, no reimbursement for this eight (8) hours is to be paid the workman unless worked. An Employer working a four (4) day, ten (10) hour schedule may use Friday as a make-up day when an observed holiday occurs during the work week. Employees have the option to work that make-up day. If workmen are required to work the above enumerated holidays, or days observed as such, they shall receive double (2) the regular rate of pay for such work.

**NO. 25:** The following days are recognized as holidays: New Year's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day and Christmas Day. If a holiday falls on a Sunday, it shall be observed on the following Monday. No work shall be performed on Labor Day except in case of jeopardy to work under construction. This rule is applied to protect Labor Day. When a holiday falls during the normal work week, Monday through Friday, it shall be counted as eight (8) hours toward the forty (40) hour week; however, no reimbursement for this eight (8) hours is to be paid the workmen unless worked. An Employer working a four (4) day, ten (10) hour schedule may use Friday as a make up day when an observed holiday occurs during the work week. Employees have the option to work that make up day. If workmen are required to work the above enumerated holidays, or days observed as such, they shall receive double (2) the regular rate of pay for such work.

**NO. 31:** All work performed on New Year's Day, Presidents' Day, Veterans' Day, Good Friday, Decoration Day, Fourth of July, Labor Day, Christmas Eve Day, Christmas Day, Thanksgiving Day and Day after Thanksgiving or days celebrated for the same.

**JEFFERSON COUNTY  
OVERTIME SCHEDULE – HEAVY CONSTRUCTION**

**NO. 10:** Means the regular workday for which employees shall be compensated at straight time hourly rate of pay shall, unless otherwise provided for, begin at 8:00 a.m. and end at 4:30 p.m. The regular workweek shall consist of five (5) days, Monday through Friday, beginning at 8:00 a.m. and ending at 4:30 p.m. except as may be modified. The starting time may be either advanced or delayed one hour or two hours at the discretion of the Employer. The Employer may have the option to schedule his work week from Monday through Thursday at ten (10) hours per day at the straight time rate of pay with all hours in excess of ten (10) hours in any one day to be at the applicable overtime rate. If the Employer elects to work Monday through Thursday and is stopped due to inclement weather, holidays or other conditions beyond the control of the Employer, he shall have the option to work Friday at the straight time rate of pay to complete the forty (40) hour workweek. All necessary overtime and work performed on Saturday, shall be paid at time and one-half (1½) the hourly rate, plus an amount equal to one-half (½) of the hourly Total Indicated Fringe Benefits. All work performed on Sundays and recognized holidays shall be paid at double (2) the hourly rate, plus an amount equal to the hourly Total Indicated Fringe Benefits. Shifts may be established when considered necessary by the Employer. Shift hours and rates will be as follows. If shifts are established, work on the First Shift will begin between 6:00 a.m. and 9:00 a.m. and consist of eight (8) hours of work plus one-half hour unpaid lunch. Hours worked during the first shift will be paid at the straight time rate of pay. The second shift shall start eight hours after the start of the first shift and consist of eight (8) hours of work plus one-half hour unpaid lunch. Work on the second shift will begin between 2:00 p.m. and 5:00 p.m. and be paid the straight time rate plus \$2.50 per hour. The third shift shall start eight hours after the start of the second shift and consist of eight (8) hours plus one-half hour unpaid lunch. Work on the third shift will begin between 10:00 p.m. and 1:00 a.m. and be paid the straight time rate plus \$3.50 per hour. The additional amounts that are to be paid are only applicable when working shifts. Shifts that begin on Saturday morning through those shifts which end on Sunday morning will be paid at time and one-half these rates. Shifts that begin on Sunday morning through those shifts which end on Monday morning will be paid at double time these rates.

**NO. 17:** Means eight (8) hours shall constitute the regular work day and forty (40) hours a work week, Monday through Friday. The Employer shall establish the starting time between 6:30 a.m. through 9:00 a.m. An Employer may further adjust the starting time up to 9:30 A.M. throughout the year. Time and one-half (1½) shall be paid after eight (8) consecutive hours worked after the established starting time and for hours worked before the established starting time. Time and one-half (1½) shall be paid for work performed on Saturdays. Work performed on Sundays and Holidays shall be paid at the double (2) time rate of pay. The Employer when working on Highway and Road Work may have the option to schedule the work week for his paving crew only from Monday through Thursday at ten (10) hours per day at the straight time rate of pay with all hours in excess of ten (10) hours in any one day to be at the applicable overtime rate of time and one-half (1½). If the Employer elects to work from Monday through Thursday and is stopped due to inclement weather (rain, snow, sleet falling), the Employer shall have the option to work Friday at the straight time rate of pay to complete the forty (40) hours.

**NO. 23:** Means the regular workweek shall start on Monday and end on Friday, except where the Employer elects to work Monday through Thursday, (10) hours per day. All work over ten (10) hours in a day or forty (40) hours in a week shall be at the overtime rate of one and one-half (1½) times the regular hourly rate. The regular workday shall be either eight (8) or ten (10) hours. If a job can't work forty (40) hours Monday through Friday because of inclement weather or other conditions beyond the control of the Employer, Friday or Saturday may be worked as a make-up day at straight time (if working 4-10's). Saturday may be worked as a make-up day at straight time (if working 5-8's). An Employer, who is working a four (4) ten (10) hour day work schedule may use Friday as a make-up day when a workday is lost due to a holiday. A workday is to begin at the option of the Employer but not later than 11:00 a.m. except when inclement weather, requirements of the owner or other conditions beyond the reasonable control of the Employer prevent work. Except as worked as a make-up day, time on Saturday shall be worked at one and one-half (1½) times the regular rate. Work performed on Sunday shall be paid at two (2) times the regular rate. Work performed on recognized holidays or days observed as such, shall also be paid at the double (2) time rate of pay.

**NO. 25:** Means a regular work week of forty (40) hours, starting on Monday and ending on Friday. The regular work day shall be either eight (8) or ten (10) hours. If a crew is prevented from working forty (40) hours Monday through Friday, or any part thereof by reason of inclement weather, Saturday or any part thereof maybe worked as a make-up day at the straight time rate. Employees who are part of a regular crew on a make-up day, notwithstanding the fact that they may not have been employed the entire week, shall work Saturday at the straight time rate. A work day is to begin between 6:00 a.m. and 9:00 a.m. However, the project starting time maybe advanced or delayed if mutually agreed to by the interest parties. All hours worked on recognized holidays, or days observed as such, double (2) time shall be paid.

**JEFFERSON COUNTY  
OVERTIME SCHEDULE – HEAVY CONSTRUCTION**

**NO. 26:** Means a regular work week of forty (40) hours will start on Monday and end on Friday. The regular work day shall be either eight (8) or ten (10) hours. If a crew is prevented from working forty (40) hours Monday through Friday, or any part thereof by reason of inclement weather, Saturday or any part thereof may be worked as a make-up day at the straight time rate. Employees who are part of a regular crew on a make-up day, notwithstanding the fact that they may not have been employed the entire week, shall work Saturday at the straight time rate. A workday is to begin between 6:00 a.m. and 9:00 a.m. However, the project starting time may be advanced or delayed if mutually agreed to by the interest parties. For all time worked on recognized holidays, or days observed as such, double (2) time shall be paid.

**No. 32:** Means the overtime rate shall be time and one-half the regular rate for work over forty (40) hours per week. Sundays and Holidays shall be paid at double the straight time rate.

## Proposal Form

for

**Jefferson County NORTHWEST SPORT COMPLEX ON-SITE SEWER SYSTEM**

*Instructions to Bidders: Please complete all the blank spaces, as appropriate, for the work included in your proposal. Attach detail sheet of all work to be provided.*

BID FOR: CATEGORY OF WORK: Jefferson County Northwest Sport Complex On-Site Sewer System

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

ADDRESS \_\_\_\_\_

TELEPHONE #S: \_\_\_\_\_ EMAIL \_\_\_\_\_

TO: Jefferson County  
% County Clerk  
P.O. Box 100, 300 Second Street  
Hillsboro, MO 63050

Gentlemen:

The Undersigned hereby proposes and agrees to furnish all labor, materials, equipment, and supervision necessary for the completion of work indicated herein for Jefferson Northwest Sport Complex O-Site Sewer System, in strict accordance with the plans and specifications dated February 2014, as prepared by Gardner Consultants LLC, P.O. Box 170, High Ridge, MO 63049

In submitting this proposal, the undersigned declares that the only persons or parties interested in the proposal as principles are those named herein, and that the proposal is made without collusion with any other person, firm, or corporation.

The undersigned further declared that he/she has inspected in detail the site of the proposed work, and that he/she has familiarized themselves with all of the local conditions affecting the contract and the detailed requirements of construction, and understands that in making this proposal, he/she waives all right to plead any misunderstanding regarding the same.

The undersigned further agrees to execute a contract for this work and present the same to the Owner within Ten (10) days after the date of notice of the award of the contract to him. The undersigned further agrees to begin work not later than Seven (7) days after their execution and approval of the contract and contract bond, unless otherwise provided, and to prosecute the work in such manner and with sufficient materials and equipment, specified herein. The undersigned agrees to complete the work within 60 consecutive calendar days after the date of execution of the contract by both parties, unless additional time shall be granted by Architect/Engineer, due to any action or neglect of the Owner, or by strikes, fire, or other cause which, in the opinion of the Architect/Engineer could neither have been anticipated nor avoided, than an extension of time sufficient to compensate for the delay, as determined by the Architect/Engineer, shall be granted by the Owner, provided, however, that the Contractor shall give the Owner and the Architect/Engineer prompt notice in writing of the cause of delay in each case.

Section 00300 Page 1

Extensions of time will be granted for delays caused by unfavorable weather, unsuitable ground conditions, and shall not be granted for inadequate construction force, or the failure of the Contractor to place orders for equipment or materials a sufficient time in advance to insure delivery when needed.

Base Bid:

Contractor shall be responsible for excavating, backfilling, providing acceptable fill, tanks, pumps, controls, conduit, electric wire, piping, and fittings as necessary to provide a complete working system as per plans and specification

The Undersigned hereby proposes to furnish all labor, Equipment Material and installation for the subject work, for the Base Bid as outline below.

TOTAL BASE BID:

\_\_\_\_\_  
\$ \_\_\_\_\_

Bidder acknowledges receipt of the following addendum:

Addendum No. \_\_\_\_\_

Addendum No.: \_\_\_\_\_

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

Section 00300 Page 2

(If an individual)

Signature of Bidder \_\_\_\_\_  
 (SEAL)  
 Business Address \_\_\_\_\_

(If an individual doing  
 business as)

Business Name \_\_\_\_\_  
 Signature of Bidder \_\_\_\_\_  
 (SEAL)  
 Business Name \_\_\_\_\_  
 \_\_\_\_\_

(If a partnership)

Signed By \_\_\_\_\_  
 (SEAL)

(Insert names & addresses  
 of all members of the firm)

Business Address \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

(If a corporation)

Corporate Name \_\_\_\_\_

Signed By \_\_\_\_\_  
 President

Business Address \_\_\_\_\_

(Corporate Seal)

(Insert name & officers)

President \_\_\_\_\_

Secretary \_\_\_\_\_

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

SECTION: 00500 BID BOND

1 -GENERAL:

- 1.01 Bid Bond forms shall be American Institute of Architecture AIA document A310, or an except equal, is hereby made part of this project manual.

Section 00500 Page 1

SECTION: 00510 PERFORMANCE BOND

1 -GENERAL:

- 1.01 Performance Bond and Payment Bond forms shall be American Institute of Architecture (AIA) Document A312, or an except equal, is hereby made part of this project manual.

1 -GENERAL:

- 1.01 Contract Between Owner and Contractor: AIA Document A101, 1997 Edition  
hereinafter referred to as the "Contract", is hereby made part of this Project Manual.

1 -GENERAL:

- 1.01 The general conditions in accordance with the standard Form A-201, 1997 Edition, Article 1 through 14 inclusive, of the American Institute of Architects, is hereby made part of the Project Manual and shall remain in force throughout the project except, as modified, amended or revised by any supplementary conditions which shall take precedence in all cases of conflicting requirements.

## SECTION: 00800 SUPPLEMENTARY CONDITIONS

## 1. A.I.A. GENERAL CONDITIONS

- 1.01 The general conditions in accordance with the standard Form A-201, 1997 Edition, Article 1 through 14 inclusive, of the American Institute of Architects, are to be considered a part of this contract and are bound herein.

## 2. OWNER

- 2.01 Where "Owner" appears in contract Documents it shall mean:

County of Jefferson  
%County Council  
P.O. Box 100,  
Hillsboro, MO 63050

- 2.02 Article 2.2.5 Project Manuals and Plans Contractor will be furnished without charge 6 complete sets of drawings for prosecution of the work. Additional sets, if required, may be purchased at cost.

## 3. CONTRACTS

- 3.01 Contracts will be drawn upon the standard form of the American Institute of Architects. A101 agreement between owner and contractor 1997 Edition.
- 3.02 Article 3:10 Contractors Construction Schedules: shall be submitted as outlined in section 01300-Submittals, and as required in each section.
- 3.03 Article 3:11 Documents and samples of the site: Approved set of plans bearing the stamp of approval by the local authority shall be available at construction site.
- 3.04 Article 3:12 Shop Drawings Products Data and samples as outlined in section 01300-Submittals and as required in each section.

## 4. ADMINISTRATION OF CONTRACT

- 4.01 Architect: Administration of the contract by the architect shall be as so directed by the Owner.

## 5. ARTICLE 5

- 5.2.1 Subcontractors shall submit bidding requirements as so directed by the Owner.

## 7. ARTICLE 7

- 7.1.2, 7.2, 7.3 Changes in the work requirements as so directed by the Owner.

## 8. ARTICLE 8 TIME:

Eliminate the word "Architect" and replace with "Owner" or it's assigned.

9.01 INSURANCE

Contractor shall, at its expense, procure and maintain insurance on all of its operations, in companies acceptable to the owner as so stated in General Requirements Section 01000 1.02 INSURANCE.

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## SECTION: 01000 GENERAL REQUIREMENTS

## 1.01 Permits:

- A. Owner shall secure and pay for all permits, fees, testing and inspections required by Local, State or Federal bodies having jurisdiction.

## 1.02 Insurance:

- A. The General Contractor/Subcontractor shall purchase insurance in company or companies admitted to do business in the State of Missouri. Insurance required as follows:
  - 1. Workmen's Compensation Insurance statutory limits, and Employee's Liability Insurance. "Section B." \$100,000.00.
  - 2. Comprehensive General Liability: Limits of Liability – General Aggregate \$1,000,000; Product Complete Operation Aggregate \$1,000,000; Bodily Injury \$500,000; Each Occurrence \$500,000; Property Damage \$100,000.
  - 3. Comprehensive Automobile Liability: Limits of Liability - \$250,000 / \$500,000 Bodily Injury; \$100,000 Property Damage.
  - 4. Excess Umbrella Policy: Limits of Liability \$2,000,000.
  - 5. CERTIFICATES OF INSURANCE: as evidence of the insurance required by this agreement, shall be furnished by the contractor to the Construction Manager before any work there-under in commenced by contractor. The Certificates of Insurance shall provide that there will be no cancellation or reduction of coverage without thirty (30) days prior written notice to the owner in care of the Construction Manager.
  - 6. HOLD-HARMLESS: Contractors hereby agree to hold harmless, indemnify and defend the owner and his agents, architects, engineers, construction manager and employees while acting within the scope of their duties from and against any and all liability, claims, damages and cost of defense arising out of the contractor's performance of the work described of the owner, his agents, architects, engineers, construction manager or employees. The contractors will require any and all subcontractors to conform to the provisions of this clause prior to commencing any work.

## 1.03 Shop Drawings:

- A. Contractor shall provide four sets of shop drawings bearing the name of the project. Contractor's portion of work shall be submitted to Architect/Engineer for approval. The Contractor is solely responsible for quantities, measurements, details, materials, and actual conditions for installation at site and correlation with other work.

## 1.04 Temporary Facilities:

- A. Storage trailer shall be provided by the contractor for small material and construction tools and the contractor shall assume full charge of the space allocated by the owner for storage and shall maintain and keep clean of debris.

## 1.05 Schedule Of Values:

- A. Provide listing of subcontractors, listing of products and principal suppliers and fabricators, and the schedule of submittals.
- B. Provide breakdown of the Contract Sum by both labor and material.

- C. Break down principal subcontract amounts into several line items, round off nearest whole dollar, but with total equal to Contract Sum.

1.06 Debris:

- A. Each Contractor/Trade shall be responsible for the cleaning up of their debris created on the job site in order not to hinder the progress of other Contractor/Trade.
- C. Excavated material not being used shall be removed from the site, at no cost to the Owners.

1.07 Payments and completion:

- A. The contract sum is stated in the owner contractor agreement and, including authorized adjustment thereto, is the total amount payable by the owner to the contractor for the performance of the work under the contractor documents.
- B. Application for payment shall be submitted by the fifteenth (15<sup>th</sup>) of each month that payment is requested.
- C. Submitted with request for payment shall be invoice and lien waiver for the material and labor including suppliers and sub contractors if any.
- D. Application of payment shall be approved are rejected and vouchers or checks issued within 21 days thereafter.

## SECTION: 01300 SUBMITTALS

## 1.01 General

- A. Submit, to the Architect/Engineer or as directed, all submittals required by specifications.
- B. Related requirements specified elsewhere:

## 1.02 Shop Drawings (None required)

- A. Original drawings, prepared by contractor, subcontractor, supplier or distributor, which illustrate some portion of their work, showing fabrication, layout, setting or erection details.
- B. Required copies: Three (3)

## 1.03 Project Data (Only for approved equal)

- A. Manufacturer standard schematic drawings, catalog sheets, performance charts and other standard descriptive data.
- B. Modify drawing to delete information not applicable.
- C. Required copies: Three (3)

## 1.04 Samples (None required)

- A. Physical examples to illustrate materials, equipment or workmanship.
- B. Required samples: 1 unit

## 1.05 Schedule of Values (None required)

- A. Shall be type written with itemized separate line item cost for each of the following cost items:
  - 1. Performance & Payment Bond.
  - 2. Field Supervision and Layout.
  - 3. Temporary Facilities and Controls.
  - 4. Itemize separate line item cost for work required for each section of this specification.
- B. Required copies: Three (3)

## 1.06 Operating and Maintenance Data

- A. Manufacturers operation and maintenance manual for each piece of equipment or product used on this project as required by each section.
- B. Required copies: Two (2) bound manuals of all equipment.

## 1.07 Submission Requirements

- A. General Contractor shall review all submittals prior to sending to the Architect/Engineer/Construction Manager or Owner. Verify all field measurements, construction criteria and catalog numbers prior to forwarding to Architect/Engineer/Construction Manager or Owner.
- B. Contractor responsibility for errors and omission is not relieved by Architects review of submittals.
- C. Schedule submissions at least 7 days before dates reviewed submittals will be needed.
- D. General Contractor shall be responsible for distribution of submittals to responsible parties.

## SECTION: 01310 APPLICATION FOR PAYMENT

## 1 -GENERAL

## 1.01 Submittal Procedure

- A. Submit Applications for Payment to Architect/Engineer/Construction Manager or as directed in accordance with the schedule established by Conditions of the Contract and Agreement Between Owner & Contractor.
- B. Number: three (3) copies of each Application.
- C. When the Architect/Engineer/Construction Manager finds the application properly completed and correct; he will transmit it to the Owner for payment.

## 1.02 Related Documents

- A. Drawings and general provisions of Contract, including General and Supplementary Conditions and other Division, Specification Sections, apply to the work of this section.

## 1.03 Coordination

- A. Coordinate both the listing and timing of reports and other activities required by provisions of this and other sections, so as to provide consistency and logical coordination between the reports.
  - 1. Maintain coordination and correlation between separate reports by updating at monthly or shorter time intervals.
  - 2. Make appropriate distribution of each report and updated report to all parties involved in the work.
  - 3. Provide close coordination of the progress schedule, schedule of values, listing of subcontracts, schedule of submittals, progress reports, and payment requests.

## 1.04 Progress Schedule

- A. To be furnished by General Contractor.
  - 1. Submittal Tabulation:
    - a. Submit tabulation, by date, of the submittals required
    - b. This tabulation shall include both those submittals required during initial start of construction to maintain the orderly progression of the work, and those submittals required early because of long lead-time for manufacturer or fabrication.

## 1.05 Schedule of Values:

- A. General: Prepare the schedule of values, as required by the General Conditions.
  - 1. Provide listing of subcontractors, listing of products and principal suppliers and fabricators, and the schedule of submittals.
  - 2. Provide breakdown of the Contract Sum by both labor and material.
  - 3. Break down principal subcontract amounts into several line items, round off to nearest whole dollar, but with total equal to Contract Sum.

## 1.06 Payment Requests

- A. General: Except as otherwise indicated, the progress payment cycle is to be regular.
  - 1. Each application must be consistent with previous applications and payments.
  - 2. Certain applications for payment, such as the initial application, the application at substantial completion, and the final payment application involve additional requirements.
  - 3. Contractors must use payment application forms as directed by the Architect/Engineer/Construction Manager or owner.
- B. Waivers of Lien: For each payment application, submit waivers of lien from every entity in excess of \$100 arising out of the Contract, and related to work covered by the payment.
  - 1. Submit partial waivers for the amount requested, prior to deduction of retain age, on each item.
  - 2. When the application shows completion of an item, submit final or full waivers.
- C. Waiver Delays: Each progress payment must be submitted with Contractor's waiver for the period of construction covered by application.
  - 1. At the Contractor's option, each progress payment may be submitted with waivers from the subcontractors or sub-subcontractors and suppliers for the previous period of construction covered by the previous application.
  - 2. The final payment application must be submitted together with or preceded by final or complete waivers from every entity involved with performance of the work covered by the payment request.
- D. Waiver Forms: Submit waivers on forms, executed in a manner, acceptable to the Owner.
- E. Payments on account of the Contract Sum will be made to the contractor by
  - 1. Ninety percent (90%) of the amount claimed by the contractor and/or approved by the Architect/Engineer Construction Manager or owner, which is properly allocable to Labor, expended in completing the work.
  - 2. One Hundred Percent (100%) of the amount claimed by the contractor and/or approved by the Architect/Engineer Construction Manager or Owner which is properly allocable to materials and equipment incorporated in the Work or suitably stored at the site or at some other location agreed upon in writing.
    - a. Contractors submitting invoices for material stored at any location other than on the job site must submit to the Architect/Engineer/Construction Manager or Owner a certificate of Insurance to cover said material and proof of delivery.
    - b. All such documentation must be to the satisfaction of and approved by the Architect/Engineer/Construction Manager and/or Owner.
    - c. Ten Percent (10%) retention will be held on the labor portion of the contract amount until such time as substantial completion and Owner acceptance.
    - d. See Section 01700 – Project Closeout, for items to be completed and/or documentation to be submitted to the Architect/Engineer/Construction Manager and/or Owner before final payment.

F. Extra Work:

1. Where applicable, Unit Prices as established in the contract may be used in arriving at the cost of any extra work, or in the absence of unit prices, the cost of extra work may be determined as follows:
  - a. In the adjustment of any extra work that may be required, the contractor shall furnish an itemized cost of materials, labor and insurance involved, to which shall be added the contractor's overhead and profit totaling a maximum of ten percent (10%).
2. In determining the cost of extra work the contractor will not be allowed additional compensation for supervision or other such help as is already at the site unless the Architect/Engineer/Construction Manager or Owner also authorizes an extension of time for the completion of the contractor's extra work.
3. The Architect/Engineer/Construction Manager and the contractor shall agree upon the cost, which shall then be submitted to the Owner for final action.
4. If the Owner decides to proceed with the work, Architect/Engineer/Construction Manager will deliver a written order for the lump sum figures agreed upon.
5. NO EXTRA WORK shall be done by Trade Contractors until they have received a written order authorizing such work or unless they are specifically directed by the Architect/Engineer/Construction Manager to proceed with the extra work.
6. The contractor shall at all times cooperate with the Owner to obtain the lowest market prices on suitable materials and labor involved.
7. Invoices for extra work shall be submitted monthly as the work progresses based on the percentage of work completed.

G. Payment Application Times:

1. The "date" for each progress "payment" is as indicated in Owner-Contractor Agreement of, if none is indicated therein, it is the 15<sup>th</sup> day of each month.
2. The period of construction work covered by each payment request is period indicated in Owner-Contractor Agreement or, if none is indicated therein, it is period ending 15 days prior to date for each progress payment, and starting day following end of preceding period.

H. Application Preparation:

1. Complete application including notarization and execution by authorized persons.
2. Incomplete application will be returned by Architect/Engineer/Construction Manager or Owner without action.
3. Entries must match current data of schedule of values and progress schedule and report.
3. Listing must include amounts of change orders issued prior to last day of the "period of construction" covered by application.

## I. Initial Payment Application:

1. The principal administrative actions and submittals which must precede or coincide with submittal of contractor's first payment application can be summarized as follows, but not necessarily by way of limitation.
  - a. Listing of subcontractors and principal suppliers and fabricators.
  - b. Schedule of values.
  - c. Schedule of principal products.
  - d. Schedule of submittals.

## J. Application at Time of Substantial Completion:

1. Following issuance of Architect/ Engineer/ Construction Manager or Owner final "certificate of substantial completion", and also in part as applicable to prior certificates on portions of completed work as designated, a "special" payment application may be prepared and submitted by Contractor.
2. The principal administrative actions and submittals, which must proceed or coincide with such special applications can be summarized as follows, but not necessarily by way of limitations:
3. Occupancy permits and similar approvals or certifications by governing authorities and franchised services, assuring Owner's full access and use of completed work.
4. Warranties (guarantees), maintenance agreements and similar provisions of contract documents.
5. Test/adjust/balance records, maintenance instructions, meter readings, start-up performance reports, and similar change over information germane to Owner's occupancy, use, operation, and maintenance of completed work.
6. Application for reduction (if any) of retain age, and consent of surety.
7. Architect/Engineer/Construction Manager certificate of substantial completion with exceptions to a Contractor listing of uncompleted work.

## K. Final Payment Application:

1. The required actions and submittals, which must precede or coincide with submittal of contractor's final payment application can be summarized as follows, but not necessarily by way of limitation:
2. Completion of project closeout requirements, including punch list.
3. Completion of items specified for completion beyond time of substantial completion (regardless of whether special payment application was previously made).
4. Assurance, satisfactory to Owner, that unsettled claims, will be settled and that work not actually completed and accepted will be completed without undue delay.
5. Transmittal of required project construction records to Owner.
6. Removal of temporary facilities, services, surplus materials, rubbish and similar elements.
7. Consent of Surety for final payment.
8. Trade Contractors Guarantee Submitted on Company Letterhead.
9. As-Built Drawings.

## SECTION: 01400 QUALITY CONTROL

## 1-GENERAL

## 1.01 Related Documents

- A. Drawings and general provisions of Contract, including General and Supplementary Conditions and other Division 1 Specification sections, apply to work of this section.

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2-DESCRIPTION OF REQUIREMENTS

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## 2.01 General

- A. Required inspection and testing services are intended to assist in the determination of probable compliance of the work with requirements specified or indicated. These required services do not relieve the Contractor of responsibility for compliance with these requirements or for compliance with requirements of the contract documents.

## 2.02 Definitions: The requirements of this section relate primarily to customized fabrication and installation procedures, not to the production of standard products. Quality control services include inspections and tests and related actions including reports, performed by independent agencies and governing authorities, as well as directly by the Architect or Engineer.

- A. Specific quality control requirements for individual units of work are specified in the sections of these specifications that specify the individual element of the work. These requirements, including inspections and test, cover both production of standard products, and fabrication of customized work. These requirements also cover quality control of the installation procedures.
- B. Inspections, tests and related actions specified in this section and elsewhere in the contract documents are not intended to limit the Contractor's own quality control procedures which facilitate overall compliance with requirements of the contract documents.
- C. Requirements for the Contractor to provide quality control services as required by the Construction Manager, the Owner, governing authorities, or other authorized entities are not limited by the provisions of this section.

## 3-RESPONSIBILITIES

## 3.01 Contractor Responsibilities: Except where they are specifically indicated as being the Owner's responsibility, or where they are to be provided by another identified entity, inspections, tests and similar quality control services are the Contractor's responsibility; these services also include those specified to be performed by an independent agency and not directly by the Contractor. Costs for these services shall be included in the Contract sum. The Contractor shall employ and pay an independent agency, testing laboratory or other qualified firm to perform quality control services specified.

- A. The owner will engage and pay for the services of an independent agency to perform inspections and tests that are specified as the Owner's responsibility.

- 3.02 Owner Responsibilities: Except where they are specifically indicated as being the Contractor's responsibility, or where they are to be provided by another identified entity, inspections, test and similar quality control services specified to be performed by independent agencies and not directly by the Contractor, are the Owner's responsibility. Costs for these services are not included in the Contract Sum. The Owner will employ and pay for the services of an independent agency, testing laboratory or other firm to perform services, which are the Owner's responsibility.

#### 4 -REPAIR AND PROTECTION:

- 4.01 General: Upon completion of inspection, testing, sample-taking and similar services performed on the work, repair damaged work and restore substrates and finishes to eliminate deficiencies, including deficiencies in the visual qualities of exposed finishes. Comply with the contract document requirements for "Cutting and Patching". Protect work exposed by or for quality control service activities, and protect required work. Repair and protection is the Contractor's responsibility, regardless of the assignment of responsibility for inspection, testing or similar services.

## SECTION: 01500 TEMPORARY FACILITIES

## 1 -GENERAL

## 1.01 Related Document

- A. Drawings and general provisions of Contract, including General and Supplementary Conditions and other Division 1 Specification sections, apply to the work of this section.

## 2 -DESCRIPTION OF REQUIREMENTS

- 2.01 This section specifies administrative and procedural requirements for temporary services and facilities, including such items as temporary utility services, temporary construction and support facilities, and project security and protection.
- 2.02 Use Charges: No cost or usage charges for temporary services or facilities are chargeable to the Owner. Cost or use charges for temporary services or facilities will not be accepted as a basis of claims for a change-order extra.
- 2.03 Temporary Construction and Support Facilities required for the project include but are not limited to the following:
  - A. Storage sheds.
  - B. Construction aids and miscellaneous general services and facilities.
  - C. Alternate temporary services and facilities, equivalent to those specified, may be used, subject to acceptance by the Architect/ Engineer/Construction Manager.
- 2.04 Security and Protection Facilities and Services required for the project include but are not limited to the following:
  - A. Barricades, warning signs, lights.
  - B. Alternate security and protection methods or facilities, equivalent to those specified, may be used, subject to acceptance by the Architect/Engineer/Construction Manager.

## 3 -QUALITY ASSURANCE:

- 3.01 Regulations: Comply with requirements of local laws and regulations governing construction and local industry standards, in the installation and maintenance of temporary services and facilities, including but not limited to the following:
  - A. Building Codes, including local requirements for permits, testing and inspections.
  - B. Health and Safety regulations.
  - C. Police and Fire Department rules and recommendations.
  - D. Police and Rescue Squad recommendations.
- 3.02 Standards: Comply with the requirements of NFPA code 241, "Building Construction and Demolition", and the NECA National Joint Guideline NJG-6 "Temporary Job Utilities and Services".

## 4 -JOB CONDITIONS:

- 4.01 General: Provide each temporary facility ready for use at each location when the service or facility is first needed to avoid delay in performance of the work.
1. Maintain, expand as required and modify temporary facilities as needed throughout the progress of the Work.
  2. Do not remove until services or facilities are no longer needed, or are replaced by the authorized use of completed permanent facilities.
- 4.02 Conditions of Use: Operate temporary facilities in a safe and efficient manner.
1. Do not overload facilities, and do not permit them to interfere with the progress of the work.
  2. Do not allow unsanitary conditions, public nuisances or hazardous conditions to develop or persist on the site.

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A. Security and Protection:

1. Maintain site security and protection facilities in a safe, lawful, and publicly acceptable manner.
2. Take necessary measures to prevent erosion of site.

## 5 -RESPONSIBILITIES:

- 5.01 Trade contractors shall include in their bids the cost of temporary facilities and controls required to properly complete their respective Category of Work including the following:
- A. Storage Facilities: Trade contractor shall assume full charge of the space allocated for the storage of their materials and maintain the greatest order and tidiness.
1. Suitable strong and water tight storage facilities of adequate capacity shall be provided by the trade contractors on the premises for the safe storage of their perishable materials or as determined necessary by the Architect/Engineer/Construction Manager.
  2. No storage will be permitted in the Owner's facilities without permission from the Owner.
- B. Temporary Electricity: The Owner will provide temporary electric for construction purposes at the nearest source.
1. The electrical contractor shall furnish and maintain temporary electrical service including necessary connection/ extensions required throughout construction.
  2. The Owner will pay for metered power consumed.
- C. Temporary Heat: Temporary heat will be provided by and at the discretion of the General Contractor.
- D. Temporary Water: Temporary water for construction and drinking purposes shall be provided as follows:
1. For Construction Purposes: The Owner will provide temporary water for construction purposes at the nearest hose bib.unless otherwise noted.

## SECTION: 01700 PROJECT CLOSEOUT

## 1 - GUARANTEES:

- 1.01 If, within the time limits of guarantee specified, any of the work is found to be defective or not of guarantee in accordance with the Contract Documents, the trade contractor shall correct it promptly.
- A. Contractor shall provide a one-year minimum guarantee for materials and workmanship. Guarantee shall be made out on the General Contractor's/ and/or trade contractor's letterhead and shall cover all labor and materials.
  - B. Manufacturer warranty shall be as it applies to each product.

## 2 - FINAL PAYMENT

- 2.01 Final payment will not be made until the following items have been completed and submitted to the Architect/Engineer/Construction Manager/Owner.
- 1. Manufacturer's warranties properly completed and forwarded to the Architect/Engineer/Construction Manager /Owner.
  - 2. Trade Contractor's guarantee submitted on the company's letterhead to the Architect/Engineer/Construction Manager/Owner.
  - 3. Certificate of substantial Completion, AIA Document G704, signed and returned to the Architect/Engineer/Construction Manager/Owner.
  - 4. Consent of surety Company to final payment, AIA Document G707, signed and returned to the Architect/Engineer/Construction Manager/Owner.
  - 5. Contractor's affidavit of payment of debts and claims, AIA Document G706, signed and returned to the Architect/Engineer/Construction Manager/Owner.
  - 6. Waiver of liens clearly marked "final" from your subcontractors and/or material suppliers.
  - 7. "as-built" drawings from all Contractors, these are to be forwarded to the Architect/Engineer/Construction Manager/Owner.

## SECTION: 01710 CLEANING

## 1 - GENERAL:

## 1.01 Description:

- A. Maintain premises and public properties free from accumulations of waste, debris and rubbish caused by operations.
- B. At completion of work, remove waste materials, rubbish, tools, equipment, machinery, and surplus materials, and clean all sight-exposed surfaces; leave project clear and ready for occupancy.

## 1.02 Safety Requirements:

- A. Standards: Maintain project in accord with governing safety and insurance standards.
- B. Hazards Control:
  - 1. Store volatile wastes in covered metal containers, and remove from premises daily.
  - 2. Prevent accumulation of wastes, which create hazardous conditions.
  - 3. Provide adequate ventilation during use of volatile or noxious substances.
- C. Conduct cleaning and disposal operations to comply with local ordinances and anti-pollution laws.
  - 1. Do not burn and bury rubbish and materials on project site.
  - 2. Do not dispose of volatile wastes such as mineral spirits, oil or paint thinner in storm or sanitary drains.
  - 3. Do not dispose of wastes into streams or waterways.

## 2 - PRODUCTS

## 2.01 Materials:

- A. Use only cleaning materials recommended by manufacturer of surface to be cleaned.
- B. Use cleaning materials only on surfaces recommended by cleaning material manufacturer.

## 3 - EXECUTION

## 3.01 During Construction:

- A. At reasonable intervals during progress of work, clean site and public properties, and dispose of waste materials, debris and rubbish.
- B. Remove waste materials, debris and rubbish from site and legally dispose of at a public or private dumping area off owner's property.
- C. Handle materials in controlled manner with as few handling as possible; do not drop or throw materials from heights.

## 1. General

- a. All permits and inspections shall be at the expense of the Owner.
- b. All materials and installation shall comply with the latest Jefferson County On-Site Sewage Treatment Code unless noted otherwise.

## 2. Aeration Tank.

The aeration tank shall be a Class 1 NSF 750 gallon per day (gpd) treatment capacity Norweco Singular or approved equal. It shall be installed in accordance with the manufacture's instructions.

## 3. Flow equalization tank or tanks and accessories

- a. The flow equalization tank shall be pre-cast concrete construction having a working capacity of 2000 gallons or 2-1000 gallons as manufactured by Eco-robic Products or approved equal.
- b. The flow equalization tank pump shall be a Myers Model SRM 4 non-clog pump with a 3 1/8 inch impeller. The pumps on and off time shall be controlled by a programmable timer. It shall be equipped with a low water override float to shut the pump off when there isn't enough sewage water in the tank. It shall have a high alarm float interconnected to the high water sensors in the treatment tank. The tank shall have an alarm light mounted on the control panel to alert maintenance personnel that there is a problem; the alarm shall be on a separate circuit from the pump.

## 4. Pump tanks and accessories

- a. The pump tank shall be pre-cast concrete with a working capacity of 1500 gallons as manufactured by Eco-robic Products or approved equal.
- b. The pump tank pump shall be a Myers Model 2NFL51 -12E Norweco Model HB 105 or approved equal capable of pumping 96 feet of head at 15.5 gallons per minute. It shall be equipped with a On-Off float that is set to pump 105 gallons per cycle. It shall have a low-water override float to shut the pump off when there isn't enough effluent in the tank. It shall have a high water alarm float wired to the alarm light on the control panel. The alarm light shall be on a separate circuit from the pump.
- c. The effluent meter shall be a Badger Model 25 one-inch effluent meter reading in gallons or approved equal it shall be install on the discharge line.
- d. The filters shall be Arkel one inch super filter or approved equal

## 5. Irrigation Lines

Drip irrigation lines shall be 0.60 gallons per minute (gpm) Netafin or Geoflow pressure compensation subsurface irrigation system or approve equal with emitters at two feet intervals. The irrigation line shall be installed 8 inches deep at two feet on center.

## 6. Air vacuum release valve

- a. The air vacuum release valve shall be Geoflow APVBK-1, Netafin or approved equal. The valve shall be install in a six inch round valve box resting on two brick supports with a pea gravel sump.

## 7. French Drain

- a. The French drain shall consist of an eighteen to twenty-four inch wide trench with a six inch slotted drain pipe. The trench shall be filled with clean "B" rock. It shall have a six inches terrace on the downhill side having a maximum slope on said terrace of three horizontal to one vertical.

8. Erosion Control

- a. Erosion control shall be geotextile fabric Mirafi 100X or approved equal attached to a wire fence. It may also be hay or straw bales. The erosion control shall be install downhill of all disturbed areas as shown on the drawings to prevent soil and salutation from leaving the distribute area on the site. The erosion control shall follow the contour except that the ends shall turn uphill about one foot vertically.

9. Seeding and Straw

- a. Seed shall be a hardy lawn mix. Winter rye shall be used as a cover when in season. Apply the lawn mix at ten pounds per thousand square feet.
- b. Fertilizer shall be 12-12-12 and applied at twelve pounds per thousand square feet.
- c. Lime shall be applied at one-hundred and twenty five pounds per thousand square feet.
- d. Straw shall be applied at two bales per thousand square feet.
- e. All unpaved disturbed areas shall be lightly tilled prior to placing seed and straw. The disturbed area shall be lightly raked after seeding but prior to placing the straw.
- f. The seeded and strawed areas shall be watered by a sprinkler periodically as demanded by the weather until a good stand of grass is established. The contractor shall assume full responsibility for proper care of the seeded area until the grass is established.

10. Fill Soil

- a. The soil used for filling the drip irrigation area shall be tested by a soil scientist and the soil shall meet or exceed the current Jefferson County On-Site Treatment Code. The soil used for fill shall have a minimum in place alternative system loading rate of 0.20 gallons per day per square foot.

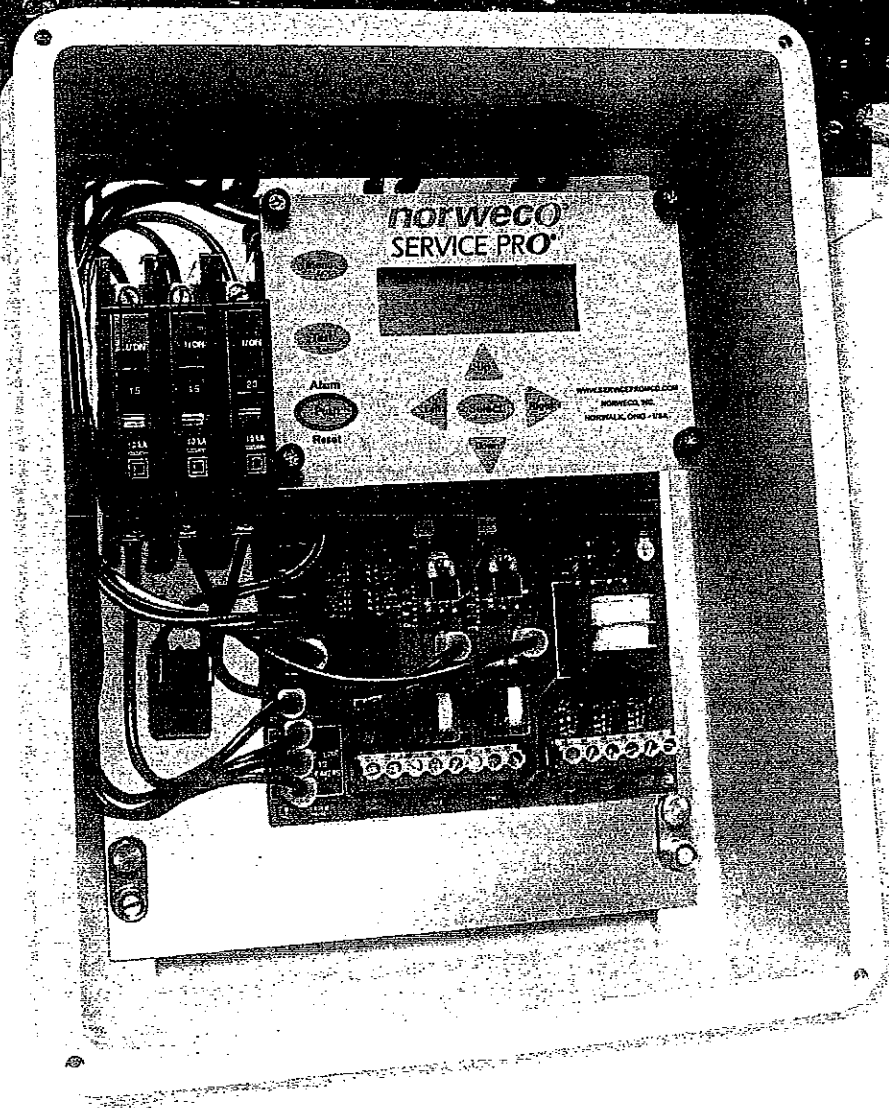
11. Control Panel.

- a. The electric control panel shall be a Norweco Singular 960 or approved equal
- b. The electrical wires shall be Number 12 with ground in a 1-½ inch conduit.

12. Piping

- a. The supply and return piping to the drip irrigation field shall be schedule 40 PVC. The sewer pipe, fittings and vents from the building to the aeration tank shall be Schedule 40 PVC.

# INTEGRATED CONTROLS

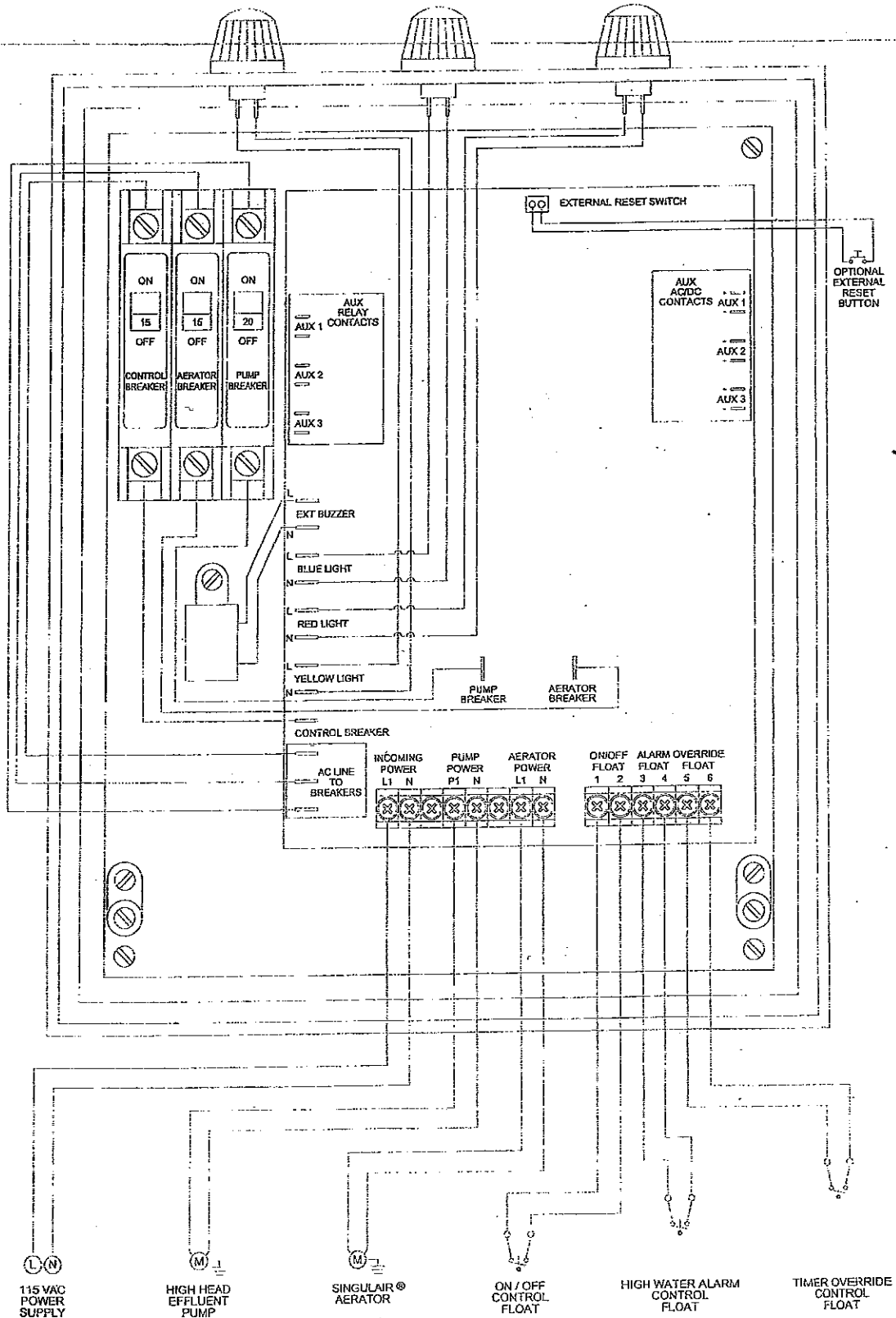


**NORWECO**

Engineering the future of water  
and wastewater treatment

# 120 VOLT - 1Ø - 60 Hz - 20 AMP SERVICE

NOTE: AERATOR, PUMP AND INTEGRATED SYSTEM CONTROL PANEL MUST BE PROPERLY GROUNDED.

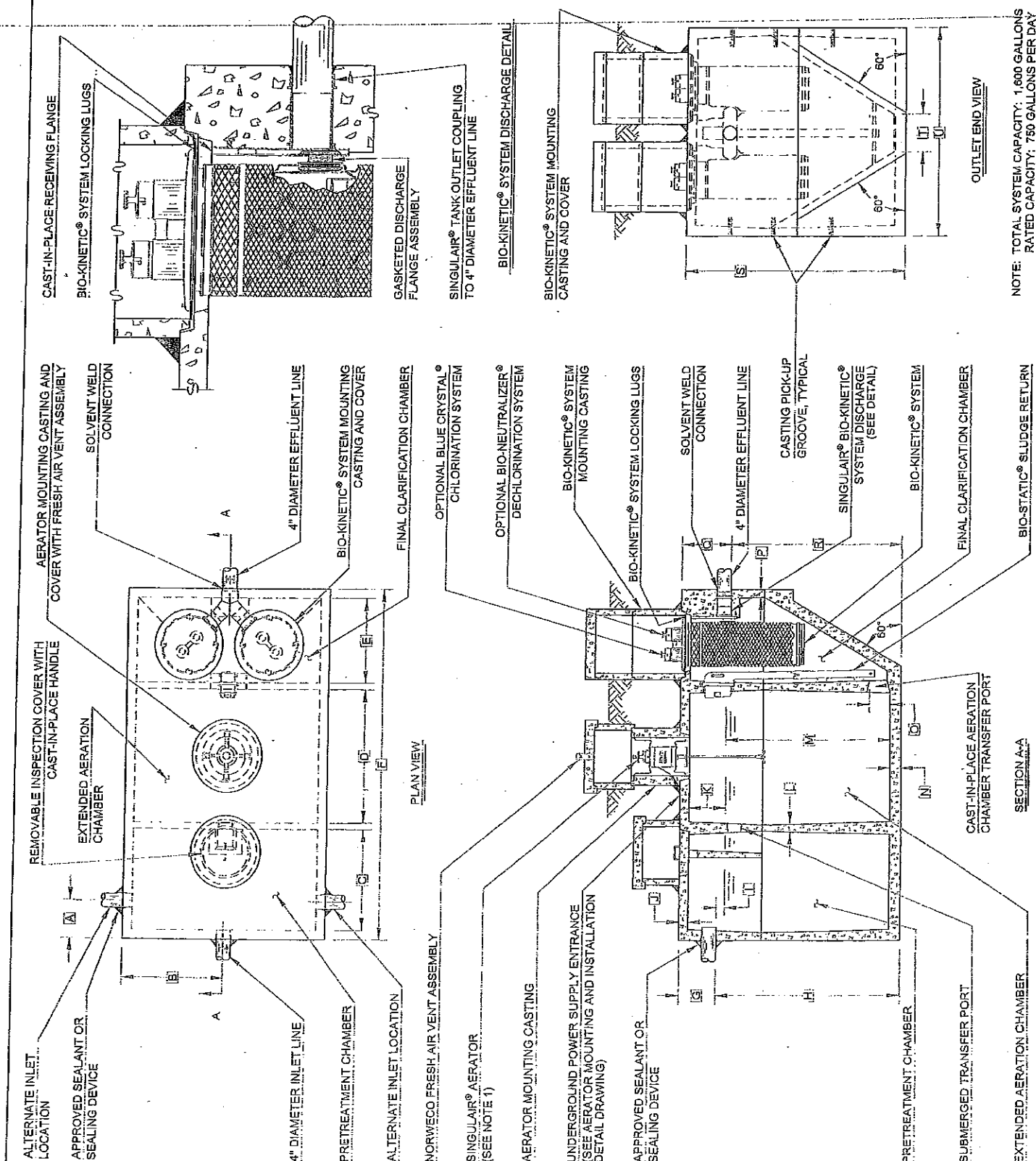


## GENERAL NOTES:

1. A DEDICATED 20 AMP CIRCUIT BREAKER AT MAIN SERVICE PANEL SHOULD NOT BE ENERGIZED UNTIL THE AERATOR IS INSTALLED AND READY TO BE PLACED INTO OPERATION.
2. INSURE THE AERATOR IS OPERATING WHEN THE FACILITY IS OCCUPIED.
3. THE LOCAL LICENSED NORWECO DISTRIBUTOR WILL PLACE THE AERATOR.

Request For Proposal and Proposal Form  
Jefferson County Sport Complex Concession and Rest Rooms On-Site Sewer System

|   |                |
|---|----------------|
| PART NUMBER:                                |                |
| U.S. AND FOREIGN PATENTS PENDING            | <b>norweco</b> |
| SERVICE PRO MODEL 311 SERIES WIRING DIAGRAM | DATE: 4-5-12   |
| Bidder's Initials                           | NTS            |
| PC-5-7714                                   |                |



NOTE: TOTAL SYSTEM CAPACITY: 1,600 GALLONS  
 RATED CAPACITY: 750 GALLONS PER DAY

**GENERAL NOTES:**

- ① SINGULAR<sup>®</sup> AERATOR, AS TESTED AND ACCEPTED BY NSF.
- ② FALL THROUGH SINGULAR<sup>®</sup> PLANT FROM INLET INVERT TO OUTLET INVERT IS FOUR INCHES. INLET INVERT IS TWELVE INCHES BELOW TANK TOP.
- ③ ON DEEPER INSTALLATIONS, PRECAST RISERS MUST BE USED TO EXTEND AERATOR MOUNTING CASTING AND BIO-KINETIC<sup>®</sup> SYSTEM MOUNTING CASTING TO GRADE. INSPECTION COVER ON PRETREATMENT CHAMBER MUST BE DEVELOPED TO WITHIN TWELVE INCHES OF GRADE.
- ④ TANK REINFORCED PER ACI STD. 318-05.
- ⑤ REMOVABLE COVERS ON RISERS WEIGH IN EXCESS OF SEVENTY-FIVE POUNDS EACH TO PREVENT UNAUTHORIZED ACCESS.
- ⑥ CONTACT THE LOCAL LICENSED SINGULAR<sup>®</sup> DISTRIBUTOR FOR ELECTRICAL REQUIREMENTS.

PROJECT ENGINEER'S APPROVAL:  
 I (WE) HEREBY CERTIFY THAT THIS DRAWING HAS BEEN CHECKED AND IS APPROVED FOR USE IN CONFORMITY WITH THE CONTRACT DOCUMENTS.

DATE: \_\_\_\_\_  
 NAME: \_\_\_\_\_

CONTRACTOR'S CERTIFICATION:  
 I (WE) HEREBY CERTIFY THAT THIS DRAWING HAS BEEN CHECKED AND IS APPROVED FOR USE IN CONFORMITY WITH THE CONTRACT DOCUMENTS.

DATE: \_\_\_\_\_  
 NAME: \_\_\_\_\_

**CRITICAL DIMENSIONS**

|   |       |   |           |
|---|-------|---|-----------|
| A | 1'-0" | N | 0'-3"     |
| B | 2'-9" | O | 0'-6"     |
| C | 2'-8" | P | 0'-2 1/4" |
| D | 3'-7" | Q | 1'-4"     |
| E | 2'-3" | R | 5'-8"     |
| F | 9'-3" | S | 7'-0"     |
| G | 1'-0" | T | 1'-0"     |
| H | 6'-0" | U | 5'-6"     |
| I | 0'-3" | V | 1'-0"     |
| J | 0'-3" | W | 1'-0"     |
| K | 1'-0" | X | 1'-0"     |
| L | 0'-2" | Y | 1'-0"     |
| M | 5'-6" | Z | 1'-0"     |

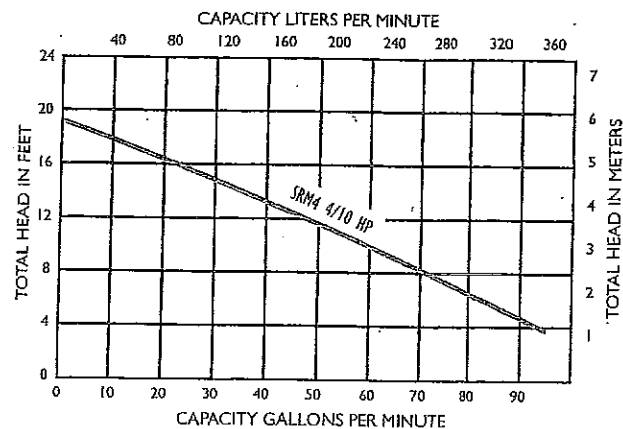
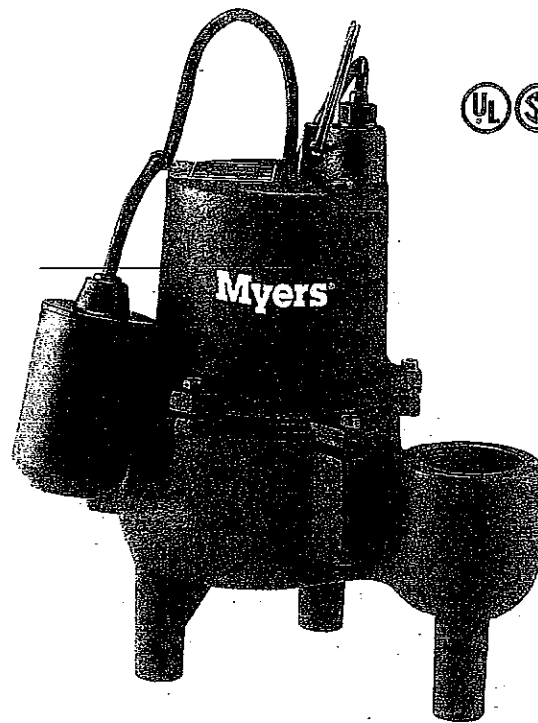
**norweco**  
 U.S. PATENT 1-25-07  
 FOREIGN PATENTS PENDING  
 SINGULAR<sup>®</sup> BIO-KINETIC<sup>®</sup> WASTEWATER TREATMENT SYSTEM MODEL 980-750 GPD  
 JMM 3-5-86  
 NTS  
 PC-57007

# SRM4

## 4/10 HP Sewage Pumps

### SPECIFICATIONS

|                           |   |            |
|---------------------------|---|------------|
| Applications              | Sewage, High-Capacity Sump, Effluent                          |            |
| Capacities                | 95 GPM  | 360 LPM    |
| Shut-off Head             | 19'   | 5.8 m      |
| Solids Handling           | 2"  | 50.8 mm    |
| Liquids Handling          | septic effluent and sewage                                    |            |
| Intermittent Liquid Temp. | up to 140°F   | up to 60°C |
| Motor Electrical Data     | 4/10 HP, shaded pole, 115V, 12A, 1Ø, 60Hz, 230V, 6A, 1Ø, 60Hz |            |
| Acceptable pH Range       | 5-9   |            |
| Discharge, NPT            | 2"  | 50.8 mm    |
| Housing                   | heavy cast iron   |            |
| Power Cord                | 10' (20' optional)  |            |
| Impeller                  | recessed, thermoplastic                                       |            |
| Volute Case               | cast iron   |            |
| Shaft Seal                | type IIA, carbon & ceramic                                    |            |



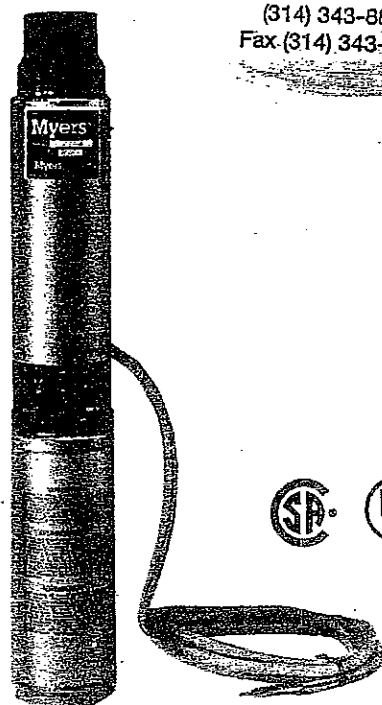
### FEATURES

- Power for versatile applications
- Residential septic tank sewage
- Large sumps
- UL, CSA and ETL Listed
- Long-lasting performance
- Oil-filled motor for maximum heat dissipation and continuous bearing lubrication
- Recessed vortex impeller for free flow of liquids, solids up to 2" diameter
- Rotary shaft seal has carbon and ceramic faces for positive seal
- Thermal overload protection with automatic reset

# High Head Filtered Effluent Pumps

1/2, 3/4, 1 and 1 1/2 HP  
8, 12, 20, 25, and 35 GPM  
4" Diameter Submersibles

**VANDEVANTER  
ENGINEERING CO., INC.**  
1617 Manufacturers Drive  
Fenton, Missouri 63026  
(314) 343-8880  
Fax: (314) 343-1720



**MYERS HIGH HEAD FILTERED EFFLUENT PUMPS ARE DESIGNED SPECIFICALLY FOR HIGH PRESSURE APPLICATIONS.** The high performance, high head pumps are proven to be cost effective solutions for pumping filtered effluent from processed wastewater systems. For more details, contact your Myers distributor or Myers Ohio sales office at 419/289-1144. (For domestic use only.)

## ADVANTAGES BY DESIGN

- High pressure capacity.
- Corrosion resistant design for long life.
- UL and CSA listed.

(Listings pending on 25 and 35 GPM units.)

- Dependable field proven motor.
  - Stainless steel construction
  - Built-in overload and electric surge protection
  - Replaceable 10' jacketed power cord
  - Hermetically sealed windings
  - Continuous duty rating
- Frequent cycling capabilities.
  - 1/2 and 3/4 HP - 300 starts/24 hours
  - 1 and 1 1/2 HP - 100 starts/24 hours
- Powerful, yet lightweight.
- Easy handling and installation.

## PRODUCT CAPABILITIES

|                            |  |
|----------------------------|--|
| Capacities To              | 50 GPM   |
| Heads To                   | 480 Feet   |
| Max. Spherical Solids      | 1/16" Diameter   |
| Liquids Handling           | Filtered effluent  |
| Max. Liquid Temp.          | 122° F   |
| Motor Electrical Data      | 1/2 HP, 115 volts, 1 ph<br>1/2 to 1-1/2 HP, 230 volts, 1 ph<br>60 Hz, 3450 RPM |
| Motor Rating               | Continuous duty  |
| Max. Motor Starts/24 Hours | 300 (1/2 and 3/4 HP)<br>100 (1 and 1-1/2 HP)                                   |
| Third Party Listings       | UL, CSA  |
| Specific Gravity           | .9 - 1.1   |
| Viscosity                  | 28 - 35 SSU  |
| Discharge, NPT             | 1-1/4" (8, 12, and 20 GPM)<br>2" (25 and 35 GPM)                               |

## Corrosion Resistant Pump Construction

|   |   |
|---|---|
| Shell   | 300 Series SST  |
| Shaft and Coupling                                | 300 Series SST  |
| Suction Bowl<br>- 8, 12, 20 GPM<br>- 25, 35 GPM   | Chemically Resistant<br>Reinforced Nylon<br>Lead Free Brass         |
| Discharge Bowl<br>- 8, 12, 20 GPM<br>- 25, 35 GPM | Corrosion Resistant<br>Reinforced Polycarbonate<br>Lead-free Brass  |
| Staging<br>- 8, 12, 20 GPM<br>- 25, 35 GPM        | Premier Teflon® Reinforced<br>Polyester<br>Reinforced Polycarbonate |
| Built-in Check Valve<br>(8, 12, 20 GPM)           | Premier Teflon Reinforced<br>Polyester                              |
| Thrust Washers                                    | Phenolic  |
| Fasteners   | 300 Series SST  |
| Impeller Wear Ring                                | 300 Series SST  |

## Corrosion Resistant Motor Construction

|   |  |
|---|--|
| Shell and End Caps                      | SST  |
| Spline Shaft                            | SST  |
| Electrical Protection                   | Built-in Overload and Surge<br>Arrestor            |
| Third Party Listings                    | UL, CSA  |
| Replaceable Motor<br>Lead Wire Assembly | 14-3 Jacketed Type SJOW-A<br>UL and CSA Recognized |
| Windings                                | Hermetically Sealed                                |
| Motor Mounting                          | NEMA   |

WHERE INNOVATION MEETS TRADITION

**Myers**

ISO 9001 Certified Company

Bidder's Initials: \_\_\_\_\_

# High Head Filtered Effluent Pumps

1/2, 3/4, 1 and 1 1/2 HP  
8, 12, 20, 25, and 35 GPM  
4" Diameter Submersibles

## SUBMERSIBLE PUMP DIMENSIONS

| Pump Model  | A      | B      | C      | D      | E      | M      | Discharge |
|-------------|--------|--------|--------|--------|--------|--------|-----------|
| 2NFL51-8E   | 24 1/4 | 9 1/2  | 12     | 14 3/4 | 20 3/4 | 19 1/2 | 1 1/4"    |
| 2NFL52-8E   | 24 1/4 | 9 1/2  | 12     | 14 3/4 | 20 3/4 | 19 1/2 | 1 1/4"    |
| 2NFL72-8E   | 26     | 10 1/2 | 13     | 15 1/2 | 22 1/2 | 21     | 1 1/4"    |
| 2NFL102-8E  | 29 3/4 | 11 3/4 | 14 1/4 | 18     | 26 1/2 | 23     | 1 1/4"    |
| 2NFL51-12E  | 23 1/2 | 9 1/2  | 12     | 13 3/4 | 19 3/4 | 20     | 1 1/4"    |
| 2NFL52-12E  | 23 1/2 | 9 1/2  | 12     | 13 3/4 | 19 3/4 | 20     | 1 1/4"    |
| 2NFL72-12E  | 26 1/4 | 10 1/2 | 13     | 15 3/4 | 22 3/4 | 21 1/2 | 1 1/4"    |
| 2NFL102-12E | 29     | 11 3/4 | 14 1/4 | 17 1/4 | 25 1/2 | 23 1/2 | 1 1/4"    |
| 2NFL51-20E  | 23 1/2 | 9 1/2  | 12     | 14     | 20     | 20     | 1 1/4"    |
| 2NFL52-20E  | 23 1/2 | 9 1/2  | 12     | 14     | 20     | 20     | 1 1/4"    |
| 2NFL72-20E  | 25 1/2 | 10 1/2 | 13     | 15     | 22     | 22     | 1 1/4"    |
| 2NFL102-20E | 27 1/2 | 11 3/4 | 14 1/4 | 15 3/4 | 24     | 26     | 1 1/4"    |
| 2NFL152-20E | 34 1/4 | 15 1/4 | 17 3/4 | 19     | 30 3/4 | 27     | 1 1/4"    |
| J1025BE     | 29 3/4 | 11 3/4 | 14 1/4 | 18     | 26 1/4 | 27     | 2"        |
| J1525BE     | 36 1/4 | 15 1/4 | 17 3/4 | 21     | 32 3/4 | 29     | 2"        |
| J1035BE     | 26 1/4 | 11 3/4 | 14 1/4 | 14 1/2 | 22 3/4 | 27     | 2"        |
| J1535BE     | 33 3/4 | 15 1/4 | 17 3/4 | 18 1/2 | 30 1/4 | 29     | 2"        |

A = Overall Pump Height

B = Motor Height

C = Intake Height

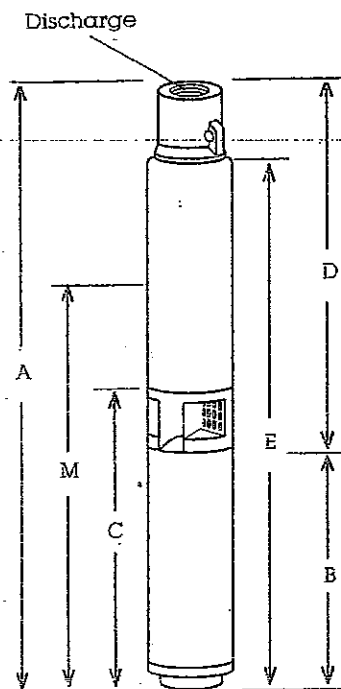
Discharge = Discharge Size (NPT)

NOTE: All dimensions are in inches

D = Pump End Height

E = Bypass Orifice Height

M = Minimum Liquid Level



## TECHNICAL SPECIFICATIONS

| Model       | HP    | Volt | GPM | Max Amps | Locked Rotor Amp | Winding Resistance (OHMS) | Max Fuse/CB | AWG Copper Wire Size Selection Chart*          |     |      |      |      |      |
|-------------|-------|------|-----|----------|------------------|---------------------------|-------------|--|-----|------|------|------|------|
|             |       |      |     |          |                  |                           |             | Max. Distance from Power Supply to Pump (Feet) |     |      |      |      |      |
|             |       |      |     |          |                  |                           |             | 14   | 12  | 10   | 8    | 6    | 4    |
| 2NFL51-8E   | 1/2   | 115  | 8   | 12.0     | 64               | 1.0 - 1.3                 | 30          | 100  | 160 | 250  | 390  | 620  | 960  |
| 2NFL52-8E   | 1/2   | 230  | 8   | 6.0      | 32               | 4.2 - 5.2                 | 15          | 400  | 650 | 1020 | 1610 | 2510 | 3880 |
| 2NFL72-8E   | 3/4   | 230  | 8   | 8.0      | 41               | 3.0 - 3.6                 | 20          | 300  | 480 | 760  | 1200 | 1870 | 2890 |
| 2NFL102-8E  | 1     | 230  | 8   | 9.8      | 49               | 2.2 - 2.7                 | 25          | 250  | 400 | 630  | 990  | 1540 | 2380 |
| 2NFL51-12E  | 1/2   | 115  | 12  | 12.0     | 64               | 1.0 - 1.3                 | 30          | 100  | 160 | 250  | 390  | 620  | 960  |
| 2NFL52-12E  | 1/2   | 230  | 12  | 6.0      | 32               | 4.2 - 5.2                 | 15          | 400  | 650 | 1020 | 1610 | 2510 | 3880 |
| 2NFL72-12E  | 3/4   | 230  | 12  | 8.0      | 41               | 3.0 - 3.6                 | 20          | 300  | 480 | 760  | 1200 | 1870 | 2890 |
| 2NFL102-12E | 1     | 230  | 12  | 9.8      | 49               | 2.2 - 2.7                 | 25          | 250  | 400 | 630  | 990  | 1540 | 2380 |
| 2NFL51-20E  | 1/2   | 115  | 20  | 12.0     | 64               | 1.0 - 1.3                 | 30          | 100  | 160 | 250  | 390  | 620  | 960  |
| 2NFL52-20E  | 1/2   | 230  | 20  | 6.0      | 32               | 4.2 - 5.2                 | 15          | 400  | 650 | 1020 | 1610 | 2510 | 3880 |
| 2NFL72-20E  | 3/4   | 230  | 20  | 8.0      | 41               | 3.0 - 3.6                 | 20          | 300  | 480 | 760  | 1200 | 1870 | 2890 |
| 2NFL102-20E | 1     | 230  | 20  | 9.8      | 49               | 2.2 - 2.7                 | 25          | 250  | 400 | 630  | 990  | 1540 | 2380 |
| 2NFL152-20E | 1 1/2 | 230  | 20  | 13.1     | 57               | 1.5 - 1.9                 | 35          | 190  | 310 | 480  | 770  | 1200 | 1870 |
| J1025BE     | 1     | 230  | 25  | 9.8      | 49               | 2.2 - 2.7                 | 25          | 250  | 400 | 630  | 990  | 1540 | 2380 |
| J1525BE     | 1 1/2 | 230  | 25  | 13.1     | 57               | 1.5 - 1.9                 | 35          | 190  | 310 | 480  | 770  | 200  | 1870 |
| J1035BE     | 1     | 230  | 35  | 9.8      | 49               | 2.2 - 2.7                 | 25          | 250  | 400 | 630  | 990  | 1540 | 2380 |
| J1535BE     | 1 1/2 | 230  | 35  | 13.1     | 57               | 1.5 - 1.9                 | 35          | 190  | 310 | 480  | 770  | 1200 | 1870 |

\*Maximum length of copper wire in feet. For aluminum wire, select one size larger (i.e. No. 8 aluminum for No. 10 copper)

3809 4/97  
Printed in U.S.A.

**Myers**

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419/289-1144, FAX: 419/289-6658  
www.industry.net/fe.myers

Myers (Canada), 269 Trillium Drive, Kitchener, Ontario N2G 4W5  
519/748-5470, FAX: 519/748-2553

Request For Proposal and Proposal Form

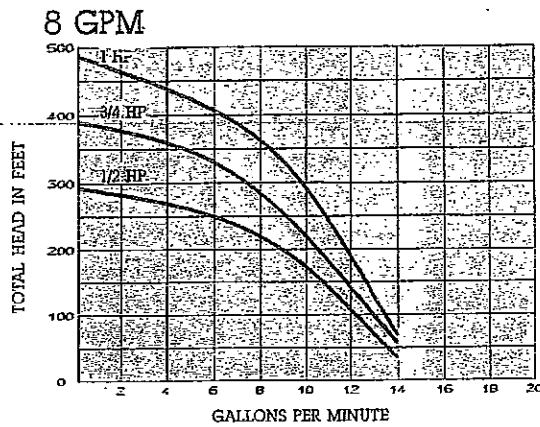
Page 67 of 75

Bidder's Initials: \_\_\_\_\_

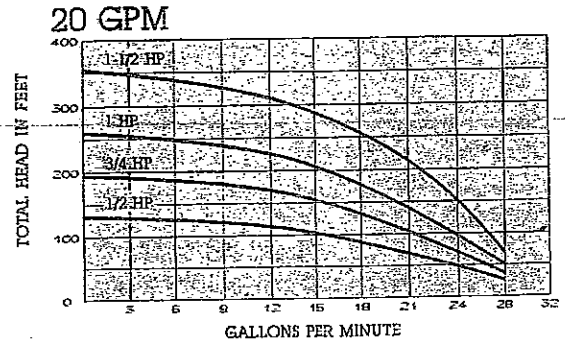
Jefferson County Sport Complex Concession and Rest Rooms On-Site Sewer System

# High Head Filtered Effluent Pumps

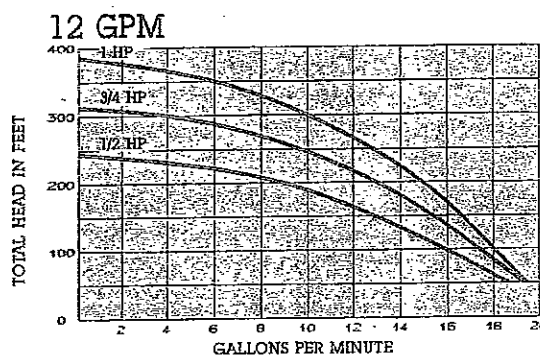
½, ¾, 1 and 1½ H  
8, 12, 20, 25, and 35 GPM  
4" Diameter Submersible



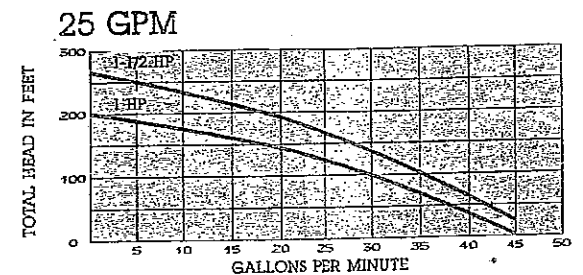
| HP | Voltage | Pump Model |
|----|---------|------------|
| ½  | 115     | 2NFL51-8E  |
| ½  | 230     | 2NFL52-8E  |
| ¾  | 230     | 2NFL72-8E  |
| 1  | 230     | 2NFL102-8E |



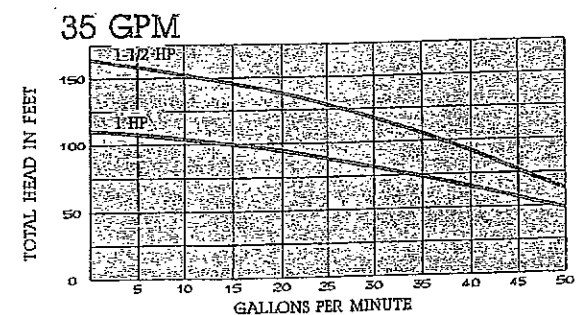
| HP | Voltage | Pump Model  |
|----|---------|-------------|
| ½  | 115     | 2NFL51-20E  |
| ½  | 230     | 2NFL52-20E  |
| ¾  | 230     | 2NFL72-20E  |
| 1  | 230     | 2NFL102-20E |
| 1½ | 230     | 2NFL152-20E |



| HP | Voltage | Pump Model  |
|----|---------|-------------|
| ½  | 115     | 2NFL51-12E  |
| ½  | 230     | 2NFL52-12E  |
| ¾  | 230     | 2NFL72-12E  |
| 1  | 230     | 2NFL102-12E |



| HP | Voltage | Pump Model |
|----|---------|------------|
| 1  | 230     | J1025BE    |
| 1½ | 230     | J1525BE    |



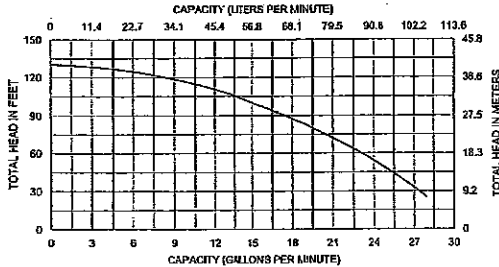
| HP | Voltage | Pump Model |
|----|---------|------------|
| 1  | 230     | J1035BE    |
| 1½ | 230     | J1535BE    |

# PUMP SELECTION CHART

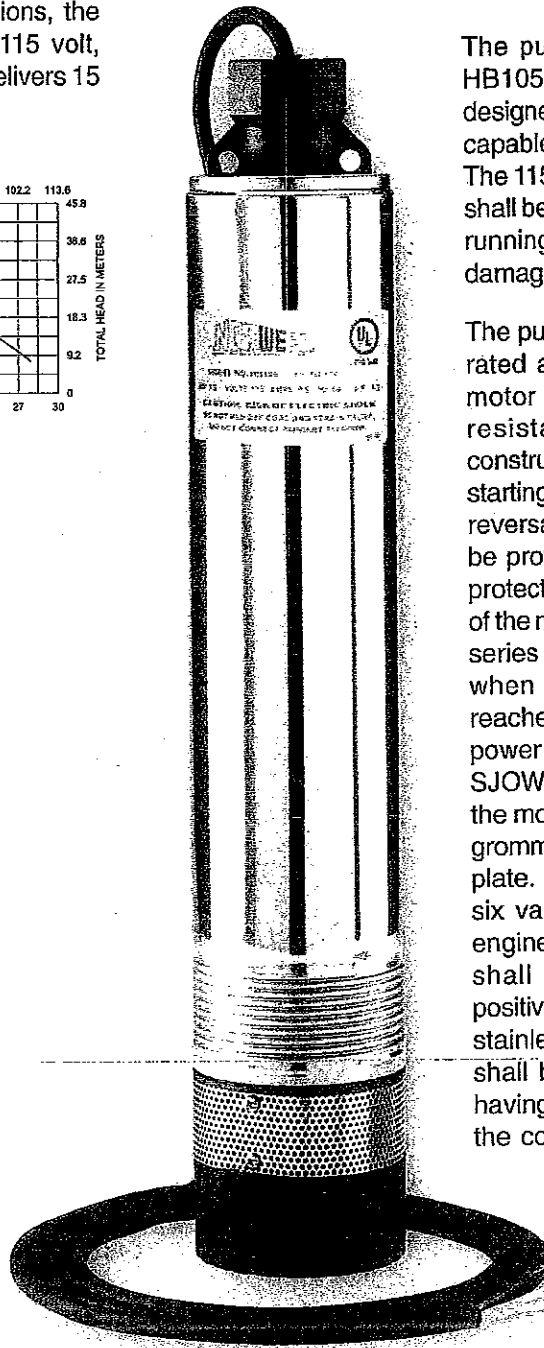
| Head<br>(ft.)               | Capacity (GPM) |                |                |                |                |                |                |                |               |               |               |                |                |               | J1535DE       |
|-----------------------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|---------------|---------------|---------------|----------------|----------------|---------------|---------------|
|                             | 2NFI51-8E      | 2NFI52-8E      | 2NFI72-8E      | 2NFI102-8E     | 2NFI51-12E     | 2NFI52-12E     | 2NFI72-12E     | 2NFI102-12E    | 2NFI51-20E    | 2NFI52-20E    | 2NFI72-20E    | 2NFI102-20E    | 2NFI152-20E    | J1025DE       | J1035DE       |
| 50                          | 13             | 13             |                |                | 15             | 18             |                |                | 24            | 24            | 26            | 28             |                | 38            | 48            |
| 60                          | 13             | 13             |                |                | 18             | 18             |                |                | 22            | 22            | 25            | 27             |                | 36            | 44            |
| 70                          | 13             | 13             |                |                | 17             | 17             |                |                | 21            | 21            | 24            | 26             | 28             | 35            | 37            |
| 80                          | 13             | 13             |                |                | 17             | 17             | 18             |                | 19            | 19            | 23            | 25             | 27             | 33            |               |
| 90                          | 12             | 12             |                |                | 16             | 16             | 18             |                | 18            | 18            | 22            | 25             | 27             | 32            |               |
| 100                         | 12             | 12             |                |                | 16             | 16             | 17             |                |               |               | 21            | 24             | 26             | 30            |               |
| 120                         | 12             | 12             |                |                | 13             | 13             | 17             |                |               |               | 19            | 23             | 25             | 27            |               |
| 140                         | 11             | 11             |                |                | 13             | 13             | 16             |                |               |               | 17            | 21             | 23             | 26            |               |
| 160                         | 11             | 11             |                |                | 12             | 12             | 15             |                |               |               |               | 19             | 22             |               |               |
| 180                         | 10             | 10             |                |                |                |                | 14             |                |               |               |               | 17             | 22             |               |               |
| 200                         | 9              | 9              |                |                |                |                | 13             |                |               |               |               | 16             | 22             |               |               |
| 220                         | 8              | 8              |                |                |                |                | 12             |                |               |               |               |                | 20             |               |               |
| 240                         | 7              | 7              |                |                |                |                | 11             |                |               |               |               |                | 19             |               |               |
| 260                         | 5              | 5              |                |                |                |                |                |                |               |               |               |                | 17             |               |               |
| 280                         |                |                |                |                |                |                |                |                |               |               |               |                | 16             |               |               |
| 300                         |                |                |                |                |                |                |                |                |               |               |               |                | 13             |               |               |
| 320                         |                |                |                |                |                |                |                |                |               |               |               |                | 10             |               |               |
| 340                         |                |                |                |                |                |                |                |                |               |               |               |                |                |               |               |
| 360                         |                |                |                |                |                |                |                |                |               |               |               |                |                |               |               |
| 380                         |                |                |                |                |                |                |                |                |               |               |               |                |                |               |               |
| 400                         |                |                |                |                |                |                |                |                |               |               |               |                |                |               |               |
| 420                         |                |                |                |                |                |                |                |                |               |               |               |                |                |               |               |
| 440                         |                |                |                |                |                |                |                |                |               |               |               |                |                |               |               |
| 460                         |                |                |                |                |                |                |                |                |               |               |               |                |                |               |               |
| 480                         |                |                |                |                |                |                |                |                |               |               |               |                |                |               |               |
| 500                         |                |                |                |                |                |                |                |                |               |               |               |                |                |               |               |
| Max. Head<br>(valve closed) | 260<br>125 psi | 290<br>125 psi | 390<br>165 psi | 480<br>208 psi | 240<br>104 psi | 240<br>104 psi | 310<br>134 psi | 380<br>165 psi | 130<br>56 psi | 130<br>56 psi | 190<br>82 psi | 260<br>112 psi | 350<br>151 psi | 200<br>87 psi | 110<br>48 psi |

# MODEL HB105 EFFLUENT PUMP

Designed specifically for pumping filtered effluent in high pressure applications, the Norweco Model HB105, 1/2 hp, 115 volt, single phase submersible pump delivers 15 GPM at 100' TDH.



- UL & CSA listed
- 10' jacketed power cord
- Stainless steel construction
- Built-in overload protection
- 1 1/4" NPT discharge
- Continuous duty motor
- Built-in surge protection
- Hermetically-sealed windings
- Versatile and efficient
- Automatic torque reversal
- Capacities to 28 GPM
- Heads to 125'
- Screened bottom intake



## SPECIFICATIONS

The pump shall be a Norweco Model HB105 high head submersible pump, designed to handle filtered effluent and be capable of passing 1/16" spherical solids. The 115 volt, single phase, 60 cycle pump shall be UL and CSA listed and capable of running dry for short durations without damage to the motor or pump end.

The pump motor shall be 1/2 horsepower rated and operate at 3450 RPM. The motor assembly shall have corrosion resistant stainless steel exterior construction and incorporate a dual action starting switch to provide automatic torque reversal. Electrical surge protection shall be provided. Automatic motor overload protection shall be included at the top end of the motor windings and shall be wired in series to automatically cease operation when the motor winding temperature reaches 266° F. The 10 foot long motor power cord shall be 14-3, jacketed, type SJOW. The power cord shall be sealed at the motor entrance by means of a rubber grommet and stainless steel compression plate. The pump impeller shall be of the six vane enclosed type, constructed of engineered thermoplastic. The impeller shall have a hexagonal I.D. and be positively driven by a hexagonal 300 series stainless steel pump shaft. The pump shall be the product of a manufacturer having at least seven years experience in the construction of submersible pumps.

The pump shall be warranted by the manufacturer against defects in material and workmanship for a period of one year under normal use and service.

**DISTRIBUTED LOCALLY BY:**

***norweco***

*Engineering the future of water  
and wastewater treatment*

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NORWALK, OHIO, USA 44857-1156  
TELEPHONE (419) 668-4471  
FAX (419) 663-5440  
www.norweco.com

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**Badger Meter**

## Recordall® Disc Meters

Model 25, Lead-Free Bronze Alloy, Size 5/8" (DN 15 mm)  
NSF/ANSI Standards 61 and 372 Certified

### DESCRIPTION

The Recordall Model 25 Disc Series meters meet or exceed the most recent version of AWWA Standard C700 and are available in a lead-free bronze alloy. The Model 25 meters comply with the lead-free provisions of the Safe Drinking Water Act, are certified to NSF/ANSI Standards 61 and 372 (Public Drinking Water Act), and carry the NSF-61 mark on the housing. All components of the lead-free bronze alloy meter (housing, measuring element, seals, and so on) comprise the certified system.

**Applications:** For use in measurement of potable cold water in residential, commercial and industrial services where flow is in one direction only.

**Operation:** Water flows through the meter's strainer and into the measuring chamber where it causes the disc to rotate. The disc, which moves freely, rotates on its own ball, guided by a thrust roller. A drive magnet transfers the motion of the disc to a follower magnet located within the permanently sealed register. The follower magnet is connected to the register gear train. The gear train reduces the disc rotations into volume totalization units displayed on the register or encoder face.

**Operating Performance:** The Recordall Disc Series meters meet or exceed registration accuracy for the low flow rates (0.5%), normal operating flow rates ( $100 \pm 1.5\%$ ), and maximum continuous operation flow rates as specifically stated in AWWA Standard C700.

**Construction:** Recordall Disc meter construction, which complies with ANSI/AWWA standard C700, consists of three basic components: meter housing, measuring chamber, and permanently sealed register. The meter is available in a lead-free bronze alloy with externally threaded spuds. A corrosion-resistant engineered polymer material is used for the measuring chamber.

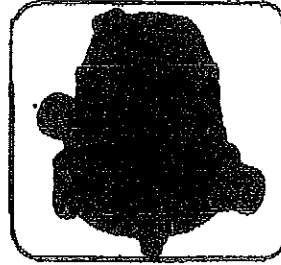
**Magnetic Drive:** Direct magnetic drive, through the use of high-strength magnets, provides positive, reliable and dependable register coupling for straight-reading or AMR/AMI meter reading options.

**Tamper-Proof Features:** Unauthorized removal of the register or encoder is inhibited by the option of a tamper detection seal wire screw, TORX® tamper-resistant seal screw or the proprietary tamper-resistant keyed seal screw. Each can be installed at the meter site or at the factory.

**Maintenance:** Badger Meter Recordall Disc Series meters are designed and manufactured to provide long-term service with minimal maintenance. When maintenance is required, it can be performed easily either at the meter installation or at any other convenient location.

To simplify maintenance, the register, measuring chamber, and strainer can be replaced without removing the meter housing from the installation. No change gears are required for accuracy calibration. Interchangeability of parts among like-sized meters also minimizes spare parts inventory investment. The built-in register has an effective reading area of twice the meter size.

**Connections:** Tailpieces/Unions for installations of meters on various pipe types and sizes including multilayered pipes are available as an option.



### SPECIFICATIONS

Model 25 Disc Series Meter

|   |   |
|---|---|
| Typical Operating Range (100% ± 1.5%)         | 1/2...25 gpm (0.11...3.7 m³/hr)   |
| Low Flow (Min. 0.5%)                          | 1/4 gpm (0.037 m³/hr)   |
| Maximum Continuous Operation                  | 15 gpm (3.4 m³/hr)  |
| Pressure Loss at Maximum Continuous Operation | 3.5 psi at 15 gpm (0.24 bar at 3.4 m³/hr)   |
| Maximum Operating Temperature                 | 60° F (16° C)   |
| Maximum Operating Pressure                    | 150 psi (10 bar)  |
| Measuring Element                             | Rotating disc, positive displacement  |
| Water Connections                             | Available in NI, bronze and thermoplastic to fit 5/8" (DN 15 mm) spud threaded bare diameter sizes. |

Meter Spud and Connection Sizes

| Disc Designation | Spud Length | Spud Dia. | Coupling Nut and Seal Thread | Tailpiece Pipe Thread (NPT) |
|------------------|-------------|-----------|------------------------------|-----------------------------|
| 5/8"             | 11          | 7-1/2"    | 5/8"                         | 3/4" (5/8")                 |

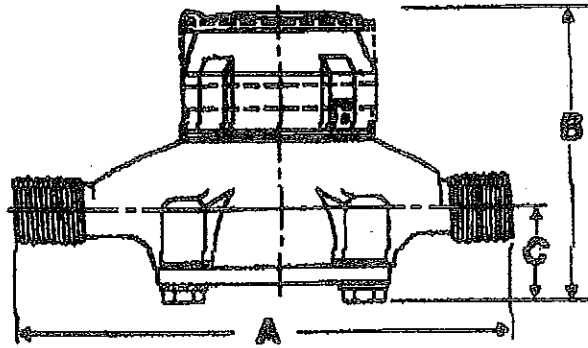
Materials

|                           |   |
|---------------------------|---|
| Meter Housing             | Lead-free bronze alloy                                |
| Measuring Chamber Plates  | Cast iron, engineered polymer, lead-free bronze alloy |
| Measuring Chamber         | Engineered polymer                                    |
| Disc                      | Engineered polymer                                    |
| Strainer                  | Stainless steel                                       |
| Strainer                  | Engineered polymer                                    |
| Disc Sealrings            | Stainless steel, engineered polymer                   |
| Disc Sealrings            | Carbon, polymer-bonded                                |
| Register Sealrings        | Stainless steel, engineered polymer                   |
| Register Lid and Strainer | Engineered polymer, bronze                            |

RDH-D5-00002-BT-03 (May 2013)

## Product Data Sheet

## DIMENSIONS



| Meter Size | Meter Model | A<br>Laying Length | B<br>Height Reg.     | C<br>Connection Size | Width              | Approx.<br>Shipping Weight |
|------------|-------------|--------------------|----------------------|----------------------|--------------------|----------------------------|
| 5/8"       | 25          | 7-1/2"<br>(188 mm) | 4-13/16"<br>(129 mm) | 1-11/16"<br>(43 mm)  | 4-1/4"<br>(109 mm) | 4-1/3 lb<br>(2 kg)         |

## REGISTERS / ENCODERS

### Standard—Snap-Head Registration

The standard register is a straight-reading, permanently sealed magnetic disk register. Dirt, moisture, tampering and lens fogging problems are eliminated. The register has a six-digit meter wheel combination display, 280° arc circle with center snap head, and four numbers direct read. Register housing is made of self-lubricating engineered polymer, which minimizes friction and provides long life. The multi-position register simplifies meter installation and reading. The register capacity is 10,000,000 gallons (1,000,000 ft<sup>3</sup>, 100,000 m<sup>3</sup>).



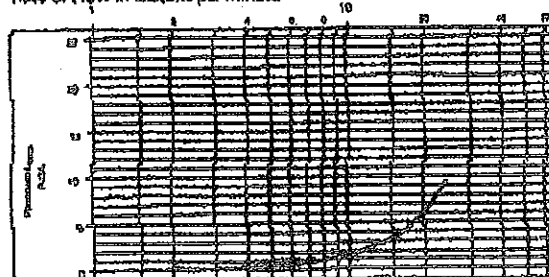
| Meter Model | Gallon | Cubic Feet | Cubic Meter |
|-------------|--------|------------|-------------|
| 25          | 10     | 1          | 0.1/0.01    |

### Optional—Broadcast for AMR/AMI Reading Solutions

AMR/AMI solutions are available for all Recordall Oltec Series meters. All reading options can be removed from the meter without disrupting water service. Badger Meter encoders provide years of reliable, accurate readings for a variety of applications and are also available pre-wired to Badger Meter approved AMR/AMI solutions. See details at [www.badgermeter.com](http://www.badgermeter.com).

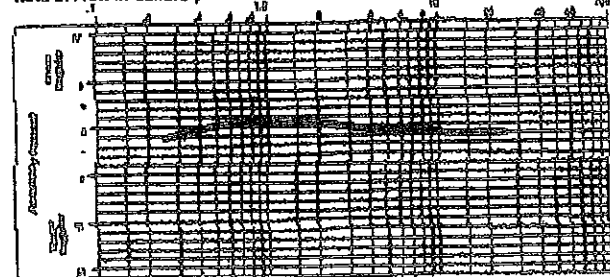
## PRESSURE LOSS CHART

Rate of Flow in Gallons per Minute



## ACCURACY CHART

Rate of Flow in Gallons per Minute



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

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 Mexico | Badger Meter de México S.A. de C.V. | P.O. Box 100000 | San Antonio, TX 78210 | 214-343-1234 | 214-343-1234  
 Europe | Badger Meter Europe GmbH | Hauptstr. 10 | 71634 Ludwigsburg | Germany | 49-7143-1234  
 China | Badger Meter (China) Co., Ltd. | Room 101 | 100000 Beijing | China | 86-10-1234-5678  
 India | Badger Meter India Pvt. Ltd. | Plot 101 | 110001 New Delhi | India | 91-11-1234-5678  
 Korea | Badger Meter Korea Ltd. | 100000 Seoul | Korea | 82-2-1234-5678  
 China | Badger Meter | 100000 Beijing | China | 86-10-1234-5678  
 China | Badger Meter | 100000 Beijing | China | 86-10-1234-5678

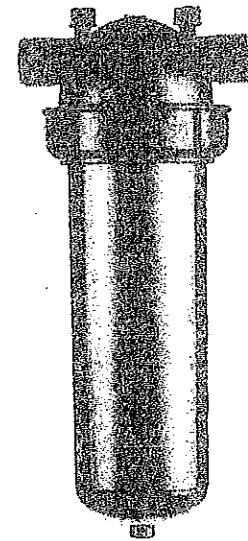
Legacy Document Number: RD-7-0/0

# Arkal 1" Super Filter

Catalog No. 1102 0 \_ \_ \_

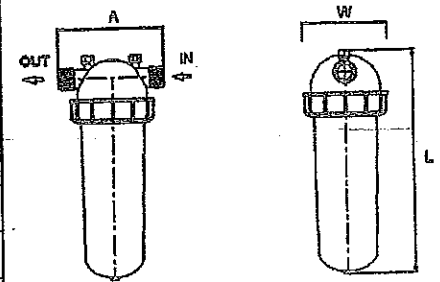
## Features

- ♦ A "T" shaped filter with two 1" male threads.
- ♦ A "T" volume filter for in-line installation on 1" pipelines.
- ♦ The filter prevents clogging due to its enlarged filtering area that collects sediments and particles.
- ♦ Manufactured entirely from fiber reinforced plastic.
- ♦ A cylindrical column of grooved discs constitutes the filter element.
- ♦ Spring keeps the discs compressed.
- ♦ Screw-on filter cover.
- ♦ Filter discs are available in various filtration grades.



## Technical Data

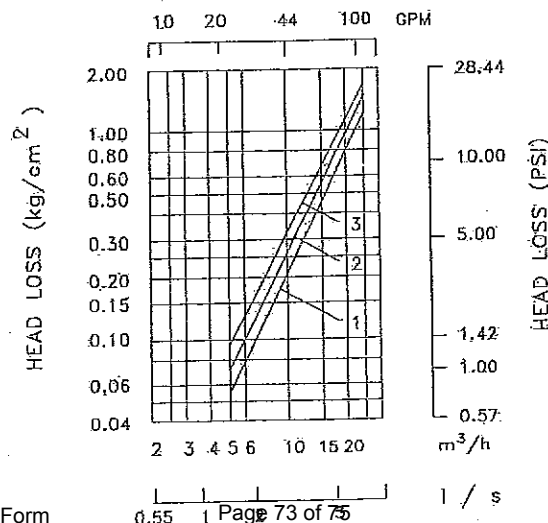
| Inlet/outlet diameter              | 1" BSPT (male)                  | 1" NPT (male)        |
|------------------------------------|---------------------------------|----------------------|
|                                    | 25.0 mm – nominal diameter      |                      |
|                                    | 33.6 mm – pipe diameter (O. D.) |                      |
| Maximum pressure                   | 10 atm                          | 145 psi              |
| Maximum flow rate                  | 8 m <sup>3</sup> /h (1.7 l/sec) | 35 gpm               |
| General filtration area            | 500 cm <sup>2</sup>             | 77.5 in <sup>2</sup> |
| Filtration volume                  | 600 cm <sup>3</sup>             | 37 in <sup>3</sup>   |
| Filter length L                    | 340 mm                          | 13 13/32"            |
| Filter width W                     | 130 mm                          | 5 3/32"              |
| Distance between end connections A | 158 mm                          | 6 7/32"              |
| Weight                             | 1.420 kg                        | 3.13 lbs.            |
| Maximum temperature                | 70° C                           | 158 °F               |
| pH                                 | 5-11                            | 5-11                 |



## Filtration Grades

- Blue (400 micron / 40 mesh)
- Yellow (200 micron / 80 mesh)
- Red (130 micron / 120 mesh)
- Black (100 micron / 140 mesh)
- Green (55 micron)

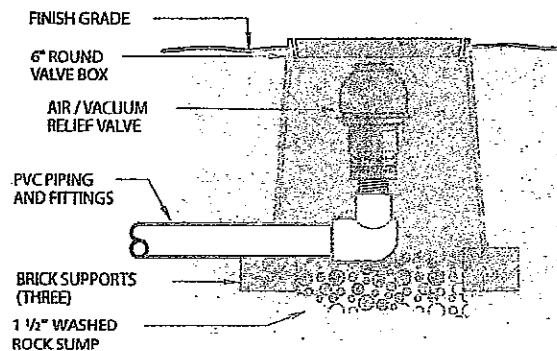
## Headloss Chart



**Air/Vacuum Relief Valves<sup>4</sup>:** Air in a drip dispersal system is both good and bad. Air/Vacuum Relief Valves perform a necessary function when a zone shuts down by allowing air to replace the effluent as it drains out of the dripperline. However, air can hinder proper system performance on zone turn on by delaying when the drippers farthest from the beginning of the zone system begin operating.

On zone turn on, Air/Vacuum Relief Valves quickly expel air in the dripperlines, allowing the dripperline to fill more quickly and helping to produce a more uniform dose, especially when short dosing intervals are used.

Designs should include a minimum of two Air/Vacuum Relief Valves per zone. They should be located at the highest point(s) of both the supply and flush manifolds and are typically placed in a valve box lined with gravel for protection. It is important that they always have access to free air.



**Figure 7 - Typical Air/Vacuum Relief Valve Detail**

**Pressure Regulators and Pressure Regulation:** "PRV's" ensure that a "not-to-exceed" pressure downstream of their location is achieved. They are helpful when supply pressures vary and could / do exceed the rating of fittings or tubing. They can also mitigate issues with non-PC dripperline, especially on slopes.

Pressure Regulators should be considered when severe slopes are encountered or when pressures higher than 50 psi are present. Pressure regulators are typically located at the manifold of each zone where varying topographies exist.

When using Netafim Bioline® pressure compensating dripperline and appropriately sized pumps, it is not normally necessary to regulate pressure. Normal field operating pressure should be within a recommended range of 25 to 45 psi. Netafim Bioline is designed to provide uniform drip flow rates with pressures of 7 to 70 psi at the emitter, but PRV's should be considered if operating pressures could or will exceed 50 psi.

**Check Valves:** Check valves are designed to only allow flow in one direction. They are frequently found on slope layouts that do not take advantage of Netafim's unique "top-feed" manifold layout. They are also used in multiple zone layouts where a common flush line is being used. This ensures that only the currently activated zone for dosing is receiving effluent. See page 47 for designing check valves in multiple zone layouts.

<sup>4</sup> A more thorough discussion of the dangers of entrapped air is located in the Appendix section of this guide.

In Witness thereof, the parties hereto have executed this Agreement, in triplicate, as of this \_\_\_\_\_ day of \_\_\_\_\_ 2013:

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

County of Jefferson, State of Missouri

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Kenneth B. Waller County Executive

\_\_\_\_\_  
Print

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

\_\_\_\_\_

\_\_\_\_\_

Phone: \_\_\_\_\_

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