

**BOARD OF COUNTY COMMISSIONERS
LAKE COUNTY, FLORIDA
OFFICE OF THE COUNTY MANAGER
AGENDA ITEM COVER SHEET**

DATE: 09/26/2023

MEETING DATE: 11/14/2023

TO: Jennifer Barker, County Manager

ITEM TYPE: Consent Item

THRU:

ITEM ID: 27596

Jeffrey Earhart, Engineering Manager

BY: Amy Munday, Contracting Officer II

SUBJECT: Swale, Ditch Digging, and Related Services

RECOMMENDATION/REQUIRED ACTION: Approve

Recommend approval:

1. Of Contracts 23-552 with Bulldog Sitework, LLC (Lady Lake, FL), GRSC, Inc. (Stuart, FL), and Hartman Civil Construction Co., Inc. (Ocala, FL) to provide swale, ditch digging and related services; and
2. To authorize the Office of Procurement Services to execute all supporting documentation.

The fiscal impact is estimated at \$125,000 (expenditure) and is within, and will not exceed, the Fiscal Year 2024 Budget. Annual expenditures will not exceed available funding in future fiscal year budgets.

BACKGROUND SUMMARY: The Office of Procurement Services, in coordination with the Public Works Department, Road Operations Division, issued Invitation to Bid (ITB) 23-522 for Swale, Ditch Digging, and Related Services. The solicitation replaces expiring Contracts 20-0514, allows for a pool of vendors, and provides for an initial one-year term with two additional two-year terms available. The attached bids received from Bull-dog Sitework, LLC, GRSC, Inc., and Hartman Civil Construction CO, Inc. were deemed responsive and responsible therefore, staff recommends approval of Contracts 23-522 to all three vendors to provide services on an as-needed basis.

Fiscal Impact: \$125,000 (expenditure)

Account No.:

Fund Name	Fund Number	Org Code	Object Code	Project Number	Amount
County Transportation Trust	1120	5053200	830460		\$100,000
MSTU Parks	1231	2952200	830460		\$25,000

Advertised Date:

Paper:

Attachments:

1.	23-552 Price Tabulation Sheet - FINAL
2.	23-532A Contract with Bulldog Sitework LLC

3.	23-552B Contract with GRSC Inc.
4.	23-532C Contract with Hartman Civil Construction Co. Inc.
5.	Hartman Civil Sunbiz Registration

STAFF APPROVALS AND DATES:

Amy Munday	Created/Initiated - 9/26/2023
Ron Falanga	Approved - 10/3/2023
Kerri Andrews	Approved - 10/3/2023
Miranda Lanoue	Approved - 10/3/2023
Jeffrey Earhart	Approved - 10/5/2023
Sandy Beckett	Approved - 10/5/2023
Fred Schneider	Approved - 10/5/2023
Allison Teslia	Approved - 10/9/2023
Melanie Marsh	Approved - 10/9/2023
Jennifer Barker	Approved - 10/13/2023
Misty Spahn	Final Approval - 11/1/2023

ACTION TAKEN BY BOARD:

Action: New

Continued/Deferred Until:

Other:



For
Swale, Ditch Digging and Related Services

LAKE COUNTY, FLORIDA, a political subdivision of the State of Florida, through its Board of County Commissioners (hereinafter "County") does hereby accept, with noted modifications, if any, the bid of **Hartman Civil Construction Co., Inc.** (hereinafter "Contractor") to supply **Swale, Ditch Digging and Related Services** to the County pursuant to County Bid number 23-552C with any included addenda (hereinafter "Bid"), with an opening date of 8/10/2023, and Contractor's Bid response dated 8/10/2023, thereto with all County Bid provisions governing.

A copy of the Contractor's signed Bid is attached hereto and incorporated herein, thus making it a part of this Contract except that any items not awarded have been struck through. The attachments noted below are attached hereto and are part of this Contract.

ATTACHMENTS:

Attachment 1 – Submittal Form with General Terms & Conditions acceptance signed by Contractor

Attachment 2 – Pricing Sheet

Addenda 1

Exhibit A – Scope of Work

Exhibit B – Insurance Requirements

Exhibit C – [Lake County General Terms & Conditions version 5.6.21 \(lakecountyfl.gov\)](http://www.lakecountyfl.gov)

Exhibit D – Additional Terms and Conditions Public Works

Exhibit E – Right of Way Entry Statement

Exhibit F – FDOT Standard Specifications for Road and Bridge Construction

No financial obligation under this Contract shall accrue against the County until a specific purchase transaction is completed pursuant to the terms and conditions of this Contract.

The County's Procurement Services Director shall be the sole judge as to the fact of the fulfillment of this Contract, and upon any breach thereof, shall, at his option, declare this Contract terminated, and for any loss or damage by reason of such breach, whether this Contract is terminated or not, said Contractor and their surety for any required bond shall be liable.

The Contract initial term is from 11/14/2023 through 11/13/2024 with the option for two subsequent two-year renewals. The County reserves the right to terminate this Contract immediately for cause and/or lack of funds and with thirty (30) day written notice for the convenience of the County. Renewals are contingent upon mutual written agreement.

Modifications to this Contract must be in writing signed by the County's Procurement Services Director.

LAKE COUNTY, FLORIDA



By: Amy Munday

Contracting Officer II

Date: 11/14/2023

The undersigned hereby declares that: Hartman Civil Construction Co., Inc. has examined and accepts the specifications, terms, and conditions presented in this Solicitation, satisfies all legal requirements to do business with County, and to furnish **SWALE, DITCH DIGGING, AND RELATED SERVICES** for which Submittals were advertised to be received no later than 3:00 P.M. Eastern time on the date stated in the solicitation or as noted in an addenda. Furthermore, the undersigned is duly authorized to execute this document and any contracts or other transactions required by award of this Solicitation.

1.0 TERM OF CONTRACT

Contract will be awarded for an initial one (1) year term with the option for two (2) subsequent two (2) year renewals. Renewals are contingent upon mutual written agreement.

Contract will commence upon the first day of the next calendar month after approval by the authorized authority. Contract remains in effect until completion of the expressed and implied warranty periods. County reserves the right to negotiate for additional services/items similar in nature not known at time of solicitation.

2.0 PAYMENT

Contractor shall email Danielle.Suggs@lakecountyfl.gov in the County's using department an accurate invoice within 30 calendar days after delivery. Invoices shall reference the: purchase/task order, delivery date, delivery location, and corresponding packing slip or delivery ticket signed by a County representative at the time of acceptance. Failure to submit invoices in the prescribed manner will delay payment.

Payments will be tendered in accordance with the Florida Prompt Payment Act, Part VII, Chapter 218, Florida Statutes. County will remit full payment on all undisputed invoices within 45 days from receipt by the appropriate County using department. County will pay interest not to exceed 1% per month on all undisputed invoices not paid within 30 days after the due date.

All pricing will be FOB Destination unless otherwise specified in this solicitation document. Pricing submitted will remain valid for a ninety (90) day period.

The County's preferred method for invoice payment is electronic remittance of invoices via virtual payment cards (ePayables) instead of paper checks. Contractor is encouraged to adopt the County's electronic payment option. ePayables is designed to deliver payables quickly and more efficiently than check payments. This procedure is consistent with the County's obligations and purpose, with an overall intent to utilize technology to provide value to the taxpayers.

Vendor requests more information about accepting ePayables for payment: YES

Vendor accepts MasterCard for payment: NO

3.0 CERTIFICATION REGARDING LAKE COUNTY TERMS AND CONDITIONS

I certify that I have reviewed the [General Terms and Conditions for Lake County Florida](#) and accept the Lake County General Terms and Conditions dated 5/6/21 as written including the Proprietary/Confidential Information section. YES

Failure to acknowledge may result in Submittal being deemed non-responsive.

4.0 CERTIFICATION REGARDING EXHIBIT D – ADDITIONAL TERMS AND CONDITIONS

I certify I have reviewed EXHIBIT D – ADDITIONAL TERMS AND CONDITIONS and accept as written. YES

Failure to acknowledge may result in Submittal being deemed non-responsive.

5.0 CERTIFICATION REGARDING FELONY CONVICTION

Has any officer, director, or an executive performing equivalent duties, of the bidding entity been convicted of a felony during the past ten (10) years? NO

6.0 CONFLICT OF INTEREST DISCLOSURE CERTIFICATION

Except as listed below, no employee, officer, or agent of the firm has any conflicts of interest, real or apparent, due to ownership, other clients, contracts, or interests associated with this project; and, this Submittal is made without prior understanding, agreement, or connection with any corporation, firm, or person submitting a proposal for the same services, and is in all respects fair and without collusion or fraud. N/A

7.0 CERTIFICATION REGARDING BACKGROUND CHECKS

Under any County Contract that involves Contractor or subcontractor personnel working in proximity to minors, Vendor hereby confirms that any personnel so employed will have successfully completed an initial, and subsequent annual, Certified Background Check, completed by Contractor at no additional cost to County. County retains the right to request and review any associated records with or without cause, and to require replacement of any Contractor employee found in violation of this requirement. Contractor shall indemnify County in full for any adverse act of any such personnel in this regard. Additional requirements may apply in this regard as included within any specific contract award. Choose an item.

8.0 DISADVANTAGED BUSINESS ENTERPRISE PROGRAM

County does not establish specific goals for minority set-asides however, participation by minority and non-minority qualified firms is strongly encouraged. If the firm is a minority firm or has obtained certification by the State of Florida, Office of Supplier Diversity, (OSD) (CMBE), please indicate the appropriate classification(s) not applicable not applicable and enter OSD Certification Number Click or tap here to enter text. and enter effective date Click or tap to enter a date. to date Click or tap to enter a date.

9.0 ANTITRUST VIOLATOR VENDOR LISTS

A person or an affiliate who has been placed on the antitrust violator vendor list following a conviction or being held civilly liable for an antitrust violation may not submit a bid, proposal, or reply for any new contract to provide any goods or services to a public entity; may not submit a bid, proposal, or reply for a new contract with a public entity for the construction or repair of a public building or public work; may not submit a bid, proposal, or reply on new leases of real property to a public entity; may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under a new contract with a public entity; and may not transact new business with a public entity.

10.0 FEDERAL FUNDING REQUIREMENT

9.1. N/A

11.0 RECIPROCAL VENDOR PREFERENCE

Vendors are advised the County has established a process under which a local vendor preference program applied by another county may be applied in a reciprocal manner within Lake County. The following information is needed to support application of the Code:

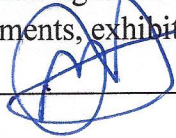
- A. Primary business location of the responding Vendor: Ocala, Florida
- B. Does the responding vendor maintain a significant physical location in Lake County at which employees are located and business is regularly transacted: NO If “yes” is checked, provide supporting detail: [Click or tap here to enter text.](#)

12.0 GENERAL VENDOR INFORMATION

Firm Name: Hartman Civil Construction Co., Inc.
 Street Address: 9200 SW Hwy 484
 City: Ocala State and ZIP Code: FL, 34481
 Mailing Address (if different): [Click or tap here to enter text.](#)
 Telephone: 352-690-1525 Fax: [Click or tap here to enter text.](#)
 Federal Identification Number / TIN: 46-5262082
 DUNS Number: [Click or tap here to enter text.](#)

13.0 SUBMITTAL SIGNATURE

I hereby certify the information indicated for this Submittal is true and accurate and that my electronic signature shall have the same legal effect as if made under oath; that I am an authorized representative of this Vendor and/or empowered to execute this Submittal on behalf of the Vendor. I, individually and on behalf of the Vendor, acknowledge and agree to abide by all terms and conditions contained in this solicitation as well as any attachments, exhibits, or addenda.

Name of Legal Representative Submitting this Proposal:  _____

Date: 8/10/2023

Print Name: Michael A Hartman

Title: President

Primary E-mail Address: office@hartmancivil.com

Secondary E-mail Address: michael@hartmancivil.com

The individual signing this Submittal affirms that the facts stated herein are true and that the response to this Solicitation has been submitted on behalf of the aforementioned Vendor.

[The remainder of this page is intentionally blank]

HARTMAN CIVIL CONSTRUCTION CO., INC.

SAVE AND SUBMIT AS AN EXCEL FILE

Contractor to furnish all labor, materials, tools, transportation, and equipment necessary to provide services in accordance with specifications listed and implied. Actual hours are unknown and estimated for evaluation purposes only.

Alterations to locked cells may result in disqualification of submission.

DESCRIPTION OF SERVICES	UOM	UNIT PRICE*
Contractor to provide excavation equipment and operator. The County will haul the material as outlined in the Exhibit A - Scope of Services	Per Hour	\$350.00
Contractor to provide excavation equipment, operator, and sod. County will haul the material as outlined in the Exhibit A - Scope of Services	Per Hour	\$500.00
Contractor to provide all materials, labor, and equipment to perform excavation activities and haul the material as outlined in the Exhibit A - Scope of Services for projects fourteen (14) feet wide.	Per Linear Foot	\$25.00
Contractor to provide all materials, labor, and equipment to perform excavation activities and haul the material as outlined in the Exhibit A - Scope of Services for projects <u>under</u> fourteen (14) feet wide.	Per Linear Foot	\$20.00
Contractor to provide all materials, labor, and equipment to perform excavation activities and haul the material as outlined in the Exhibit A - Scope of Services for projects <u>over</u> fourteen (14) feet wide.	Per Linear Foot	\$50.00

*Price shall be all inclusive of all items, such as but not limited to: MOT, utility locates, equipment, materials, and labor.

SOLID CUT SOD INSTALLATION AND WATERING

TYPE OF SOD	0-5,000 SF (Price per SF)*	5,001-10,000 SF (Price per SF)*	Over 10,000 SF (Price per SF)*
BAHIA	\$0.70	\$0.65	\$0.60
COMMON BERMUDA	\$0.80	\$0.75	\$0.70
ST. AUGUSTINE	\$0.90	\$0.85	\$0.80
ZOYSIA	\$0.90	\$0.85	\$0.80

*Prices shall include the cost of delivery, labor, equipment, materials, rolling or tamping, and watering.

Lake County is exempt from all taxes (Federal, State, Local). A Tax Exemption Certificate will be furnished upon request for any direct purchasing. Contractor will be responsible for payment of taxes on all materials purchased by the Contractor for the project.

Lake County will not accept nor authorize payment for travel time or expenses of service personnel to any of Lake County's facility locations. The hourly rate must commence on the job site. Billable time will be for service work performed.



REAL FLORIDA • REAL CLOSE
Office of Procurement Services

P.O. Box 7800 • 315 W. Main St., Suite 416 • Tavares, FL 32778

SOLICITATION: Swale, Ditch Digging, and Related Services

07/31/2023

Vendors are responsible for the receipt and acknowledgement of all addenda to a solicitation. Confirm acknowledgement by including an electronically completed copy of this addendum with submittal. Failure to acknowledge each addendum may prevent the submittal from being considered for award.

THIS ADDENDUM DOES NOT CHANGE THE DATE FOR RECEIPT OF PROPOSALS.

QUESTIONS/RESPONSES

Q1. Is there a specific address or job site for bid 23-552?

R1. No. Site details will be provided at the time of the request for service(s).

ADDITIONAL INFORMATION

Any questions for solicitation 23-552 must be submitted on or before August 1, 2023, and to the Contracting Officer – Amy Munday at email address: amy.munday@lakecountyfl.gov as outlined in Section 2.0 – Point of Contact in the ITB document.

ACKNOWLEDGEMENT

Firm Name: Hartman Civil Construction Co., Inc.

I hereby certify that my electronic signature has the same legal effect as if made under oath; that I am an authorized representative of this vendor and/or empowered to execute this submittal on behalf of the vendor.

Signature of Legal Representative Submitting this Bid: _____

Date: 8/10/2023

Print Name: Michael A Hartman

Title: President

Primary E-mail Address: Office@hartmancivil.com

Secondary E-mail Address: Michael@hartmancivil.com

SWALE, DITCH DIGGING, AND RELATED SERVICES**1. SCOPE OF WORK**

- 1.1. Contractor shall have the experience, ability, equipment, and tools to perform Swale, Ditch Digging, and Related Services in conjunction with the County’s needs. This work shall take place within the rights of way on an as-needed-basis. Swale and ditch digging encompasses the excavation of excess materials to the specified depth, supplying and installing sod, the removal of all debris created by this operation, and other services related to this operation. Work shall comply with all specifications listed and implied.
- 1.2. Work shall take place in a variety of distances from short project increments to project increments with substantially greater lengths. The majority of work shall be fourteen (14) linear feet wide, however, some projects will require either smaller or wider widths. All work shall be excavated to accommodate mowing activities and equipment.
- 1.3. Contractor shall ensure all control measures are made and supplied for adequate management of erosion, sedimentation, dust, and debris during all phases of the operation. All activities shall be performed in accordance with the requirements of Federal, State, and Local standards and laws and performed in accordance with the requirements of the most current version of the Florida Department of Transportation (FDOT) “Standard Specifications for Road and Bridge Construction” (Exhibit F) and “Manual for Uniform Traffic Control Devices.”
 - 1.3.1. Section 110 Clearing and Grubbing, 2023 or latest edition.
 - 1.3.2. Section 120 Excavation and Embankment, 2023 or latest edition.
 - 1.3.3. Section 570 Performance Turf, 2023 or latest edition.
 - 1.3.4. Section 981 Turf Materials, 2023 or latest edition.
 - 1.3.5. Section 983 Water for Grassing, 2023 or latest edition.
- 1.4. This is an indefinite quantity contract with no guarantee of the volume of work to be performed. County does not guarantee a minimum or maximum dollar amount to be expended.

2. CONTRACTOR RESPONSIBILITIES

- 2.1. Contractor shall have a active and current General Contractors License in good standing with the Florida Department of Business & Professional Regulation.
- 2.2. Provide services to the County on an As-Need-Basis.
- 2.3. Designate a project manager that shall speak English and have available communication devices with internet access to ensure proper communication and documentation during operations.
- 2.4. Be responsible to remove material and reshape the swale or ditch in the area outlined by County to the proper grade, and as instructed, to allow for positive drainage. If at any time Contractor feels that the grade requested by County will not allow for positive drainage, Contractor shall contact the County Project Manager prior to commencing any work.
- 2.5. Start the work as outlined on the Project Order Form within fourteen (14) business days from the date of issuance.

SWALE, DITCH DIGGING, AND RELATED SERVICES

- 2.6. Submit a schedule in writing to County via email indicating when the work will be started and completed.
- 2.7. Consult with the County Project Manager prior to any schedule variance, including when work is interrupted due to weather, equipment breakdown, etc. When possible, the notification shall occur at a minimum, the day before any variation is to take place and must be agreed to by the County Project Manager. No extensions of time shall be given for equipment failure; extensions for weather related delays will be considered on a case-by-case basis by the County Project Manager.
- 2.8. Notify the County Project Manager upon completion of the work. The County Project Manager shall make a final inspection within five (5) business days of receipt of notification.

3. COUNTY RESPONSIBILITIES

- 3.1. County reserves the right to award to one or more vendors.
- 3.2. County will provide a detailed Project Order Form for each project.
- 3.3. County will mark the limits of the work area with pink paint on the adjacent road surface.

4. TECHNICAL REQUIREMENTS.

- 4.1. If Contractor anticipates having to enter private property to complete the work, Contractor shall have a Right of Entry Form (Exhibit E) completed and signed by the property owner. A copy of the completed form shall be supplied to the County Project Manager prior to any Contractor activities taking place on the property.
- 4.2. **Pricing** – Contractor shall base the cost for services according to the unit pricing established in Attachment 2 – Pricing Sheet. The cost shall be all inclusive to include all items, such as but not limited to, Maintenance of Traffic (MOT), utility locates, equipment, materials, and labor to complete the project as outlined. Change orders, modification of quantities, or additional line items will not be provided after acceptance of the Project Order Form unless County is requesting more or less work than that specified on the original form. The services shall be provided based on the following options:
 - 4.2.1. **Hourly Rate** – When the work is ordered by an hourly rate, Contractor shall supply the excavation equipment and the operator. County shall supply the Maintenance of Traffic (MOT) and the trucks with drivers to haul the material. County will be responsible to supply enough trucks to keep Contractor actively working at all times with the exception of County assigned break and lunch times. Contractor shall be responsible for the equipment and operator supplied for the task to be fully functional during all assigned work times.
 - 4.2.2. **Linear Foot** – When work is ordered by the linear foot, Contractor shall be responsible to provide all necessary labor, Maintenance of Traffic (MOT), dump trucks, excavation equipment and all other equipment required to complete the work, as specified on the Project Order Form. The linear foot cost shall include the excavation and proper disposal of materials.
 - 4.2.3. **Sod** – Both of the above options may be ordered with or without sod.
 - 4.2.3.1. Rolled sod shall not be used as it is not allowed by County.

SWALE, DITCH DIGGING, AND RELATED SERVICES

- 4.3. **PRECONSTRUCTION VIDEO** – Contractor shall be responsible to make a video of all current conditions of the project limits in the USB format such as, but not limited to, driveways, road intersections, roadway edges, vegetation, etc., before any work starts. The video shall include specific markers (house numbers, mailboxes, road signs, etc.) to distinctly identify the exact location of the video. Contractor shall focus on any deficient conditions present at the time of the video. The date and time shall be recorded on the video at the time it is being created. A copy of this video shall be supplied at no cost to the County and approved by the County Project Manager prior to commencement of any work.
- 4.4. **EXCAVATION** – Contractor shall dig the swale and or ditch to have a maximum side slope of three to one (3:1), unless otherwise instructed by the County Project Manager. Any areas that cannot be transitioned within the three to one (3:1) slope shall be brought to the attention of the County Project Manager. No work shall take place in such areas until approval and direction of the County Project Manager has been provided. The swales and ditches shall be dug in one (1) foot depth increments and to the specified width to allow for roadway safety and positive roadway drainage. The bottom of the swale or ditch shall be well rounded and at no time shall be “V” shaped. Swales shall accommodate for mowing activities and equipment.
- 4.5. **SOD** – All disturbed areas within the project area shall be re-sodded with solid cut sod matching the existing sod type within the project limits. All sodding shall be fresh cut and shall not be cut more than a period of forty-eight (48) hours. The sod shall be live (not dormant), fresh, and uninjured at the time of delivery and installation. The sod shall be free of noxious or invasive weeds, diseases, and insects. Rolled sod shall not be used as it is not allowed by County
- 4.5.1. Sod shall be installed as the grading is completed. At no time shall be graded area be allowed to be without sod for more than twenty-four (24) hours from the grading operation. Any areas left overnight with a drop off that is more than one (1) inch at the edge of pavement shall be clearly marked by Contractor with a FDOT approved warning device.
- 4.5.2. Contractor shall also be responsible to install sod in any areas within the project site where there is no turf growing regardless of Contractor performing any grading in that area. Should no grass exist in the surrounding area, Bahia sod shall be used.
- 4.5.3. Sod shall be installed so the length is parallel to the roadway. Solid cut pieces shall be laid so that the edges are staggered from each other by at least six inches (6”). Care shall be executed to ensure that the sod is not stretched or overlapped and that all joints are butted tightly to prevent voids.
- 4.5.4. Sod shall be rolled or tamped to provide firm contact between the roots and soil and shall be inclusive of the cost provided in the pricing section. The final evaluation of the sod after it is installed shall be so that the top mat of the sod is even with the top surface of the roadway or other impervious surface and with the existing turf on the back slope. Any sod not installed at this elevation shall be rejected and replaced by Contractor to the proper height at no additional cost to County.

SWALE, DITCH DIGGING, AND RELATED SERVICES

- 4.5.5. On slopes of three to one or greater (3:1 or > 3:1), or wherever erosion may be a problem, sod shall be laid with staggered joints and secured with sod staples. The cost of sod staples shall be inclusive in the cost of the installation.
- 4.6. WATERING** – Contractor shall be responsible for watering all sod until it is established. Established sod shall be defined as roots extending from the newly installed sod into the compacted soil to a stage that is difficult to remove the sod. County will inspect the sod fourteen (14) calendar days after Contractor has notified County that the sod installation has been completed to determine if the sod will be accepted and approved. Any sod determined to be dead or unacceptable by the County Project Manager must be replaced by Contractor at Contractor’s expense. Contractor shall supply any water needed for watering the sod. County does not have a municipal water supply; therefore, it is the responsibility of Contractor to secure and pay for any water needed. The cost of the watering of the sod shall be included in the price of the sod.
- 4.7. PROJECT SPOILS & SITE CLEAN UP** – When the work is ordered by the hour, County shall be responsible for the disposal of the project spoils. When the work is ordered by the linear foot, the project spoils generated from the project shall become the property of Contractor and it shall become Contractor’s responsibility to ensure the proper disposal of this material. If Contractor intends to dispose of the spoils on private property, or if Contractor would like to store the equipment on private property, Contractor shall supply the County Project Manager an original letter of consent from the property owner. This letter shall include an acknowledgement that the spoils can be deposited, or the equipment may be stored on their property, the owner’s name, property address, telephone number and the legal signature of the owner. A copy of the completed and signed letter shall be supplied to the County Project Manager prior to any such activities taking place on the property. There shall be no stockpiling of materials within the right of way. Contractor shall ensure that the work areas are clean and free of debris each night. All roadways shall be swept clean using a broom tractor or other means approved by the County Project Manager before the areas are opened to motorized vehicles.
- 4.8. PROPERTY DAMAGE** – Contractor shall be responsible for locating and preserving any items that may be located within the project limits. Work shall be performed in a manner so as not to cause damage to any items that may exist within the County right of way. Contractor is to take extra care to preserve and prevent damage to any items including, but not limited to, roadway pavement, roadway signs, appurtenances, memorial sites, sprinkler systems, drainage pipes, utility lines, etc. Damages caused the operations of Contractor, or subcontractors shall be remedied at Contractor’s expense as outlined in this solicitation.
- 4.9. MAINTENANCE OF TRAFFIC** – Contractor shall be responsible for all Maintenance of Traffic to be in compliance with the latest version of FDOT Standard Plans for Road and Bridge Construction, Index 102-600. All costs associated with Maintenance of Traffic shall be included in provided unit costs.

[The remainder of this page intentionally left blank]

A. CONTRACTOR will purchase and maintain at all times during the term of this Contract, without cost or expense to the COUNTY, policies of insurance as indicated below, with a company or companies authorized to do business in the State of Florida, and which are acceptable to the COUNTY, insuring the CONTRACTOR against any and all claims, demands, or causes of action, for injuries received or damage to property relating to the performance of duties, services, or obligations of the CONTRACTOR under the terms and provisions of the Contract. An original certificate of insurance, indicating that CONTRACTOR has coverage in accordance with the requirements of this section must be received and accepted by the COUNTY prior to contract execution or before any work begins. It will be furnished by CONTRACTOR to the COUNTY’S Project Manager and Procurement Services Director within five working days of such request. The parties agree that the policies of insurance and confirming certificates of insurance will insure the CONTRACTOR in accordance with the following minimum limits:

i. General Liability insurance on forms no more restrictive than the latest edition of the Occurrence Form Commercial General Liability policy (CG 00 01) of the Insurance Services Office or equivalent without restrictive endorsements, with the following minimum limits and coverage:

Each Occurrence/General Aggregate	\$1,000,000/2,000,000
Products-Completed Operations	\$2,000,000
Personal & Adv. Injury	\$1,000,000
Fire Damage	\$50,000
Medical Expense	\$5,000
Contractual Liability	Included

ii. Automobile liability insurance, including owned, non-owned, and hired autos with the minimum Combined Single Limit of \$1,000,000

iii. Workers' compensation insurance based on proper reporting of classification codes and payroll amounts in accordance with Chapter 440, Florida Statutes, and any other applicable law requiring workers' compensation (Federal, maritime, etc.). If not required by law to maintain workers compensation insurance, the CONTRACTOR must provide a notarized statement that if he or she is injured, he or she will not hold the COUNTY responsible for any payment or compensation.

iv. Employers Liability with the following minimum limits and coverage:

Each Accident	\$1,000,000
Disease-Each Employer	\$1,000,000
Disease-Policy Limit	\$1,000,000

B. Lake County, a Political Subdivision of the State of Florida, and the Board of County Commissioners, will be named as additional insured as their interest may appear all applicable policies. Certificates of insurance must identify the RFP or ITB number in the Description of Operations section on the Certificate.

C. CONTRACTOR must provide a minimum of 30 days prior written notice to the County of any change, cancellation, or nonrenewal of the required insurance.

D. Certificates of insurance must evidence a waiver of subrogation in favor of the COUNTY, that coverage must be primary and noncontributory, and that each evidenced policy includes a Cross Liability or Severability of Interests provision, with no requirement of premium by the COUNTY.

E. CONTRACTOR must provide a copy of all policy endorsements, reflecting the required coverage, with Lake County listed as an additional insured along with all required provisions to include waiver of subrogation. Contracts cannot be completed without this required insurance documentation. A certificate of insurance (COI) will not be accepted in lieu of the policy endorsements.

F. Certificate holder must be:

LAKE COUNTY, A POLITICAL SUBDIVISION OF THE STATE OF FLORIDA,
AND THE BOARD OF COUNTY COMMISSIONERS.
P.O. BOX 7800
TAVARES, FL 32778-7800

G. All self-insured retentions will appear on the certificates and will be subject to approval by the COUNTY. At the option of the COUNTY, the insurer will reduce or eliminate such self-insured retentions; or CONTRACTOR will be required to procure a bond guaranteeing payment of losses and related claims expenses.

H. The COUNTY will be exempt from, and in no way liable for, any sums of money, which may represent a deductible or self-insured retention in any insurance policy. The payment of such deductible or self-insured retention will be the sole responsibility of the CONTRACTOR or subcontractor providing such insurance.

I. CONTRACTOR will be responsible for subcontractors and their insurance. Subcontractors are to provide Certificates of Insurance to the COUNTY evidencing coverage and terms in accordance with the CONTRACTOR’S requirements.

J. Failure to obtain and maintain such insurance as set out above will be considered a breach of contract and may result in termination of the contract for default.

K. Neither approval by the COUNTY of any insurance supplied by CONTRACTOR, nor a failure to disapprove that insurance, will relieve CONTRACTOR of full responsibility of liability, damages, and accidents as set forth herein.

[The remainder of this page is intentionally left blank.]

TABLE OF CONTENTS

TABLE OF CONTENTS 1

DEFINITIONS 1

INSTRUCTIONS TO VENDORS 1

PREPARATION OF PROPOSALS 2

COLLUSION..... 2

PROHIBITION AGAINST CONTINGENT FEES 2

CONTRACTING WITH COUNTY EMPLOYEES 3

INCURRED EXPENSES 3

AWARD 3

GRANT FUNDING..... 3

STATE REGISTRATION REQUIREMENTS 4

PRIME CONTRACTOR..... 4

SUBCONTRACTING..... 4

DISADVANTAGED BUSINESSES 4

GENERAL CONTRACT CONDITIONS..... 4

GOVERNING LAW 4

COMPLIANCE OF LAWS, REGULATIONS, AND LICENSES..... 4

CONTRACT EXTENSION 5

MODIFICATION OF CONTRACT 5

ASSIGNMENT..... 5

NON-EXCLUSIVITY..... 5

OTHER AGENCIES 5

CONTINUATION OF WORK..... 5

WARRANTY 5

DEFICIENCIES IN WORK TO BE CORRECTED BY THE CONTRACTOR 5

COUNTY IS TAX-EXEMPT..... 6

SHIPPING TERMS, F.O.B. DESTINATION..... 6

ACCEPTANCE OF GOODS OR SERVICES..... 6

ESTIMATED QUANTITIES 6

PURCHASE OF OTHER ITEMS 7

SAFETY 7

MATERIAL SAFETY DATA SHEET (MSDS) 7

TOBACCO PRODUCTS 7

CLEAN-UP..... 7

PROTECTION OF PROPERTY..... 8

CERTIFICATE OF COMPETENCY/LICENSURE, PERMITS, AND FEES 8

TRUTH IN NEGOTIATION CERTIFICATE..... 8

COMPETENCY OF VENDORS AND ASSOCIATED SUBCONTRACTORS..... 8

RESPONSIBILITY AS EMPLOYER..... 8

MINIMUM WAGES 9

PRICE REDETERMINATIONS..... 9

INDEMNIFICATION 9

TERMINATION FOR CONVENIENCE 9

EXHIBIT C -

LAKE COUNTY, FLORIDA – GENERAL TERMS AND CONDITIONS

TERMINATION DUE TO UNAVAILABILITY OF CONTINUING FUNDING..... 9
TERMINATION FOR DEFAULT..... 9
FRAUD AND MISREPRESENTATION 10
RIGHT TO AUDIT 10
PROPRIETARY/CONFIDENTIAL INFORMATION..... 10
PUBLIC RECORDS LAW..... 10
COPYRIGHTS 12
SOVEREIGN IMMUNITY..... 12
COMPLIANCE WITH FEDERAL STANDARDS 12
E-VERIFY 12
HEALTH INSURANCE PORTABILITY AND ACCOUNTABILITY ACT (HIPPA) 12
FORCE MAJEURE 13
NO CLAIM FOR DAMAGES 13
CERTIFICATION REGARDING SCRUTINIZED COMPANIES 13
ANTI-TRAFFICKING RELATED ACTIVITIES 13
NOTICES 14

LAKE COUNTY, FLORIDA – GENERAL TERMS AND CONDITIONS

DEFINITIONS

Contract: The agreement to perform the services set forth in a document signed by both parties with any attachments specifically incorporated.

Contractor: The Vendor to whom award has been made.

County: Lake County, Florida, a political subdivision of the State of Florida.

Proposal: Any offer submitted in response to a solicitation.

Solicitation: The written document requesting bids, quotes, or proposals from the marketplace.

Vendor: Any entity responding to a solicitation or performing under any resulting contract.

INSTRUCTIONS TO VENDORS

- A. **Vendor Qualification:** The County requires Vendors provide evidence of compliance with the requirements below upon request:
1. Disclosure of Employment.
 2. Disclosure of Ownership.
 3. Drug-Free Workplace.
 4. W-9 and 8109 Forms – as required by the Internal Revenue Service.
 5. Americans with Disabilities Act (ADA).
 6. Conflict of Interest.
 7. Debarment Disclosure Affidavit.
 8. Nondiscrimination.
 9. Family Leave.
 10. Antitrust Laws – By acceptance of any contract, the Vendor agrees to comply with all applicable antitrust laws.
- B. **Public Entity Crimes:** Pursuant to Section 287.133, Florida Statutes, a person or affiliate who has been placed on the convicted vendor list following a conviction of a public entity crime may not be awarded or perform work as a contractor, supplier, subcontractor, or contractor under a contract with any public entity in excess of the threshold amount provided in Section 287.017, Florida Statutes, for Category Two for a period of thirty-six (36) months from the date of being placed on the convicted vendor list.
- C. **Contents of Solicitation and Vendors' Responsibilities:** The Vendor shall be thoroughly familiar with the requirements of this solicitation. Ignorance of these matters by the Vendor will not be accepted as a basis for varying the requirements of the County, or the compensation to be paid.
- E. **Restricted Discussions:** From the date of solicitation issuance until final County action, Vendors will not discuss any part of the solicitation with any employee, agent, or other representative of the County except as expressly authorized by the designated procurement representative. The only communications that will be considered pertinent to a solicitation are appropriately signed written documents from the Vendor to the designated procurement representative and any relevant written document promulgated by the designated procurement representative.
- F. **Changes to Proposal:** Prior to the scheduled due date, a Vendor may change its Proposal by submitting a new proposal with a letter on the firm's letterhead, signed by an authorized agent stating that the new submittal replaces the original. The new submittal must contain the letter and all information as required in the solicitation.
- G. **Withdrawal of Proposal:** A Proposal will be irrevocable unless it is withdrawn as provided in a solicitation. A Proposal may be withdrawn, either physically or by written notice, at any time prior to solicitation award. If withdrawn by written notice, that notice must be addressed to, and received

LAKE COUNTY, FLORIDA – GENERAL TERMS AND CONDITIONS

by, the designated procurement representative. The letter must be on company letterhead and signed by an authorized agent of the Vendor.

- H. Conflicts within the Solicitation: Where there appears to be a conflict between the General Terms and Conditions, Special Conditions, the Technical Specifications, the Pricing Section, or any addendum issued, the order of precedence will be: the last addendum issued, the Proposal Price Section, the Technical Specifications, the Special Conditions, and then the General Terms and Conditions. It is incumbent upon the Vendor to identify such conflicts to the designated procurement representative prior to the Proposal due date.
- I. Prompt Payment Terms: Payment for all purchases by County agencies will be made in a timely manner and interest payments will be made on late payments in accordance with Part VII, Chapter 218, Florida Statutes, known as the Florida Prompt Payment Act. The Vendor may offer cash discounts for prompt payments; however, such discounts will not be considered in determining the lowest price during Proposal evaluation.

PREPARATION OF PROPOSALS

- A. The pricing section of a solicitation defines requirements of items to be purchased and must be completed and submitted with the Proposal. Use of any other form or alteration of the form may result in rejection of the Proposal.
- B. The Proposal submitted must be legible. Vendors shall type or use an ink to complete the Proposal. All changes must be crossed out and initialed in ink. Failure to comply with these requirements may cause the bid to be rejected.
- C. An authorized agent of the Vendor’s firm must sign the Proposal. The County may reject any Proposal not signed by an authorized agent.
- D. The Vendor may submit alternate Proposals for the same solicitation provided that such offer is allowable under the terms and conditions. The alternate Proposal must meet or exceed the minimum requirements and be submitted as a separate Proposal marked “Alternate Proposal.”
- E. When there is a discrepancy between the unit prices and any extended prices, the unit prices will prevail. The County reserves the right to allow for clarification of questionable entries and the correction of obvious mistakes.
- F. Any Proposal received after the designated receipt date will be considered late and will not be considered for award.

COLLUSION

Where two (2) or more related parties each submit a Proposal for the same contract, such Proposals will be presumed to be collusive. Furthermore, any prior understanding, agreement, or connection between two (2) or more corporations, firms, or persons submitting a Proposal for the same materials, supplies, services, or equipment will also be presumed to be collusive. Proposals found to be collusive will be rejected. Vendors which have been found to have engaged in collusion may be considered non-responsible and may be suspended or debarred. Any contract resulting from collusive bidding may be terminated for default.

PROHIBITION AGAINST CONTINGENT FEES

The Vendor warrants that they have not employed or retained any company or person, other than a bona fide employee working solely for the Vendor to solicit or secure the Contract and that they have not paid or agreed to pay any person, company, corporation, individual, or firm, other than a bona fide employee working solely for the Vendor, any consideration contingent upon or resulting from the award or making of the Contract.

LAKE COUNTY, FLORIDA – GENERAL TERMS AND CONDITIONS

CONTRACTING WITH COUNTY EMPLOYEES

Any County employee or immediate family member seeking to contract with the County shall seek a conflict of interest opinion from the County Attorney prior to submittal of a Proposal. The affected employee shall disclose the employee's assigned function within the County and interest or the interest of his or her immediate family in the proposed contract and the nature of the intended contract.

INCURRED EXPENSES

A solicitation does not commit the County to make an award nor will the County be responsible for any cost or expense which may be incurred by any Vendor in preparing and submitting a Proposal, or any cost or expense incurred by any Vendor prior to the execution of a purchase order or contract.

AWARD

- A. The Contract resulting from a solicitation may be awarded to the responsible Vendor which submits a Proposal determined to provide the best value to the County with price, technical, and other applicable factors considered. The County reserves the right to reject any and all Proposals, to waive irregularities or technicalities, and to re-advertise for all or any part of this solicitation as deemed in its best interest. The County will be the sole judge of its best interest.
- B. When there are multiple line items in a solicitation, the County reserves the right to award on an individual item basis, any combination of items, total low bid, or in whichever manner deemed in the best interest of the County. This provision specifically supersedes any method of award criteria stated in the solicitation when such action is necessary to protect the best interests of the County.
- C. The County reserves the right to reject any and all Proposals if it is determined that prices are excessive or determined to be unreasonable, or it is otherwise determined to be in the County's best interest to do so.
- D. The County reserves the right to reject offers containing terms or conditions contradictory to the County's.
- E. Award of a solicitation will be made to firms satisfying all necessary legal requirements to do business with the County. The County may conduct a pre-award inspection of the Vendor's site or hold a pre-award qualification hearing to determine if the Vendor can perform the requirements of a solicitation.
- F. The Vendor's performance as a Contractor or subcontractor on previous County contracts will be considered in evaluating the responsibility of the Vendor.
- G. Any tie situations will be resolved in consonance with current written County procedure.
- H. The County has imposed a reciprocal match local vendor preference practice to ensure an equal procurement environment for all potential vendors unless prohibited by the funding source. More information is available on [Section 2-222 Local Vendor Preference](#).
- I. Award of the contract resulting from this solicitation may be predicated on compliance with and submittal of all required documents as stipulated in the solicitation.
- J. A Vendor wishing to protest any award decision resulting from a solicitation may do so per the [Lake County Protest Procedures](#).

GRANT FUNDING

In the event any part of a Contract is to be funded by federal, state, or other local agency monies, the Vendor hereby agrees to comply with all requirements of the funding entity applicable to the use of the monies, including full application of requirements involving the use of minority firms, women's business enterprises, and labor surplus area firms. Contractors are advised that payments under the Contract may

LAKE COUNTY, FLORIDA – GENERAL TERMS AND CONDITIONS

be withheld pending completion and submission of all required forms and documents required of the Contractor pursuant to the grant funding requirements.

STATE REGISTRATION REQUIREMENTS

Any entity conducting business in Florida shall either be registered or have applied for registration with the Florida Department of State in accordance with Florida law, unless exempt from registration. A copy of the registration may be required prior to award of a Contract. Additional information is available by visiting the [Florida Department of State home page](#).

PRIME CONTRACTOR

The Vendor awarded a Contract shall act as the Prime Contractor and will assume full responsibility for the successful performance under the Contract. The Awarded Vendor (Contractor) will be considered the sole point of contact regarding meeting all requirements of the Contract. All subcontractors may be subject to advance review by the County regarding competency and security concerns. No change in subcontractors may be made without the consent of the County after the award of the Contract. Contractor will be responsible for all insurance, permits, licenses, and related matters for any and all subcontractors. County may require the Contractor to provide any insurance certificates required by the work to be performed even if the subcontractor is self-insured.

SUBCONTRACTING

Unless otherwise stipulated in a solicitation, the Contractor shall not subcontract any portion of the work without the prior written consent of the County. Subcontracting without the prior consent of the County may result in termination of the Contract for default.

DISADVANTAGED BUSINESSES

The County has adopted policies which assure and encourage the full participation of Disadvantaged Business Enterprises (DBE) in the provision of goods and services. The County encourages joint ventures between majority-owned firms and qualified disadvantaged/minority/women-owned firms.

GENERAL CONTRACT CONDITIONS

The Contract will be binding upon and will inure to the benefit of each of the parties and respective successors and permitted assigns. The Contract may not be amended, released, discharged, rescinded or abandoned, except by a written instrument duly executed by the parties. The failure of any party at any time to enforce any of the provisions of the Contract will in no way constitute or be construed as a waiver of such provision or of any other provision of the Contract, nor in any way affect the validity of, or the right to enforce, each and every provision of the Contract. Any dispute arising during Contract performance that is not readily rectified by coordination between the Contractor and the County user department will be referred to Procurement Services.

GOVERNING LAW

The interpretation, effect, and validity of any contract will be governed by the laws and regulations of the State of Florida, and Lake County, Florida. Venue of any court action will be solely in Lake County, Florida. The Contractor hereby waives its right to a jury trial.

COMPLIANCE OF LAWS, REGULATIONS, AND LICENSES

The Contractor shall comply with all federal, state, and local laws and regulations applicable to provision of the goods or services specified in a solicitation. During the term of a Contract, the Contractor assures that it is in compliance with Title VII of the 1964 Civil Rights Act, as amended, and the Florida Civil Rights Act of 1992, in that the Contractor does not on the grounds of race, color, national origin, religion, sex, age, disability or marital status, discriminate in any form or manner against its employees or

LAKE COUNTY, FLORIDA – GENERAL TERMS AND CONDITIONS

applicants for employment. The Contractor understands that any Contract is conditioned upon the veracity of this statement.

CONTRACT EXTENSION

The County has the unilateral option to extend a Contract for up to ninety (90) calendar days beyond the current Contract period. In such event, the County will notify the Contractor in writing of such extensions. The Contract may be extended beyond the initial ninety (90) day extension upon mutual agreement between the County and the Contractor. Exercise of the above options requires the prior approval of the Procurement Services Director.

MODIFICATION OF CONTRACT

Any Contract resulting from a solicitation may be modified by mutual consent of duly authorized parties, in writing through the issuance of a modification to the Contract or purchase order as appropriate. This presumes the modification itself complies with all applicable County procedures.

ASSIGNMENT

The Contractor shall not assign or transfer any Contract resulting from a solicitation, including any rights, title or interest in the Contract, or its power to execute such Contract to any entity without the prior written consent of the County. This provision includes any acquisition or hostile takeover of the Contractor. Failure to comply may result in termination of the Contract for default.

NON-EXCLUSIVITY

It is the intent of the County to enter into an agreement that will satisfy its needs as described within a solicitation. However, the County reserves the right to perform, or cause to be performed, all or any of the work and services described in a solicitation in the manner deemed to represent its best interests. In no case will the County be liable for billings in excess of the quantity of goods or services provided under the Contract.

OTHER AGENCIES

Other governmental agencies may make purchases in accordance with the Contract with Contractor consent. Purchases are governed by the Contract's terms and conditions except for the change in agency name. Each agency will be responsible and liable for its own purchases for materials or services received.

CONTINUATION OF WORK

Any work that commences prior to, and will extend, beyond the expiration date of any Contract period must, unless terminated by mutual written agreement between the County and the Contractor, continue until completion without change to the then current prices, terms and conditions.

WARRANTY

All warranties express and implied, must be made available to the County for goods and services covered by a solicitation. All goods furnished must be fully guaranteed by the Contractor against factory defects and workmanship. They will be covered by the most favorable commercial warranty given for comparable quantities of products or services and the rights and remedies provided in the Contract will be in addition to the warranty and do not limit any right afforded to the County by any other provision of a solicitation. Contractor shall correct any and all apparent and latent defects that may occur within the manufacturer's standard warranty period at no expense to the County. The special conditions of a solicitation may supersede the manufacturer's standard warranty.

DEFICIENCIES IN WORK TO BE CORRECTED BY THE CONTRACTOR

Contractor shall promptly correct all apparent and latent deficiencies or defects in work, or any work that fails to conform to the Contract documents regardless of project completion status. All corrections

LAKE COUNTY, FLORIDA – GENERAL TERMS AND CONDITIONS

must be made within seven (7) calendar days after such rejected defects, deficiencies, or non-conformances are verbally reported to the Contractor by the County's project administrator. Contractor must bear all costs of correcting such rejected work. If the Contractor fails to correct the work within the period specified, the County may, at its discretion, notify the Contractor, in writing, that the Contractor is subject to contractual default provisions if the corrections are not completed to the satisfaction of the County within seven (7) calendar days of receipt of the notice. If the Contractor fails to correct the work within the period specified in the notice, the County may place the Contractor in default, obtain the services of another Contractor to correct the deficiencies, and charge the incumbent Contractor for these costs, either through a deduction from the final payment owed to the Contractor or through invoicing. If the Contractor fails to honor this invoice or credit memo, the County may terminate the contract for default.

COUNTY IS TAX-EXEMPT

When purchasing on a direct basis, the County is generally exempt from Federal Excise Taxes and all State of Florida sales and use taxes (85-8013874700C-1). Visit [Lake County Tax Exemption Certificate page](#) to print a copy of the certificate. Except for items specifically identified by the Contractor and accepted by the County for direct County purchase under the Sales Tax Recovery Program, Contractors doing business with the County are not exempt from paying sales tax to their suppliers for materials to fulfill contractual obligations with the County, nor will any Contractor be authorized to use any of the County's Tax Exemptions in securing such materials.

SHIPPING TERMS, F.O.B. DESTINATION

The F.O.B. point for any product ordered will be F.O.B.: DESTINATION – Inside Delivery, FREIGHT ALLOWED. The County will not consider any Proposal showing a F.O.B. point other than F.O.B.: Destination – Inside Delivery.

ACCEPTANCE OF GOODS OR SERVICES

The products delivered as a result of a solicitation will remain the property of the Contractor, and services rendered under the Contract will not be deemed complete, until a physical inspection and actual usage of the products or services is accepted by the County and is in compliance with the terms in the contract.

Any goods or services purchased as a result of a solicitation or Contract may be tested/inspected for compliance with specifications. In the event that any aspect of the goods or services provided is found to be defective or does not conform to the specifications, the County reserves the right to terminate the Contract or initiate corrective action on the part of the Contractor, to include return of any non-compliant goods to the Contractor at the Contractor's expense, requiring the Contractor to either provide a direct replacement for the item, or a full credit for the returned item. The Contractor shall not assess any additional charges for any conforming action taken by the County under this clause. The County will not be responsible to pay for any product or service that does not conform to the Contract specifications.

In addition, any defective product or service or any product or service not delivered or performed by the date specified in a purchase order or Contract, may be procured by the County on the open market, and any increase in cost may be charged against the Contractor. Any cost incurred by the County in any re-procurement plus any increased product or service cost will be withheld from any monies owed to the Contractor by the County for any Contract or financial obligation.

ESTIMATED QUANTITIES

Estimated quantities or dollars are for the Vendor's guidance only and may be used in the award evaluation process. No guarantee is expressed or implied as to quantities or dollar value that will be used during the Contract period. The County is not obligated to place any order for a given amount subsequent

LAKE COUNTY, FLORIDA – GENERAL TERMS AND CONDITIONS

to the award of a solicitation. In no event will the County be liable for payments in excess of the amount due for quantities of goods or services actually ordered.

PURCHASE OF OTHER ITEMS

While the County has listed all major items within a solicitation, there may be ancillary or similar items purchased by the County during the term of a Contract. The Contractor will provide a price quote for the ancillary items. The County may request price quotes from all Contractors under Contract if there are multiple Contracts. The County reserves the right to award these ancillary items to the primary Contractor, another Contract Contractor based on the lowest price quoted, or to acquire the items through a separate solicitation.

Although a Contract may identify specific locations to be serviced, it is hereby agreed and understood that any County department or facility may be added or deleted to the Contract at the option of the County. The location change will be addressed by formal Contract modification. The County may obtain price quotes for the additional facilities from other Vendors if fair and reasonable pricing is not obtained from the Contractor, or for other reasons at the County's discretion. It is hereby agreed and understood that the County may delete service locations when such service is no longer required, upon fourteen (14) calendar days' written notice to the Contractor.

SAFETY

The Contractor will be responsible for initiating, maintaining, and supervising all safety precautions and programs in connection with the work and for complying with all requirements of the Occupational Safety and Health Administration Act (OSHA). The Contractor shall take all necessary precautions for the safety of and shall provide the necessary protection to prevent damage, injury, or loss to persons or property.

The Contractor shall provide all standard equipment, work operations, safety equipment, personal protective equipment, and lighting required or mandated by State, Federal, OSHA, or Americans with Disabilities Act of 1990 (ADA) regulations.

The Contractor shall designate a competent person of its organization whose duty will be the prevention of accidents at the site. This person must be literate and able to communicate fully in the English language because of the necessity to read job instructions and signs, as well as the need for conversing with County personnel. This person must be the Contractor's superintendent unless otherwise designated in writing by the Contractor to the Contract Manager.

MATERIAL SAFETY DATA SHEET (MSDS)

The Contractor is responsible to ensure the County has received the latest version of any MSDS required by 29 C.F.R. Section 1910.1200 with the first shipment of any hazardous material. The Contractor shall promptly provide a new MSDS to the County with the new information relevant to the specific material at any time the content of an MSDS is revised.

TOBACCO PRODUCTS

Tobacco use, including both smoke and smokeless tobacco, is prohibited on County owned property.

CLEAN-UP

If applicable, all unusable materials and debris must be removed from the premises at the end of each workday and disposed of in an appropriate manner. The Contractor shall thoroughly clean up all areas where work has been involved as mutually agreed with the associated user department's project manager upon final completion.

LAKE COUNTY, FLORIDA – GENERAL TERMS AND CONDITIONS

PROTECTION OF PROPERTY

All existing structures, utilities, services, roads, trees, shrubbery, and property in which the County has an interest must always be protected against damage or interrupted services by the Contractor during the term of a Contract. The Contractor will be held responsible for repairing or replacing property to the satisfaction of the County which is damaged by reason of the Contractor's operation on the property. In the event the Contractor fails to comply with these requirements, the County reserves the right to secure the required services and charge the costs of such services back to the Contractor.

CERTIFICATE OF COMPETENCY/LICENSURE, PERMITS, AND FEES

Any Vendor that submits an offer in response to a County solicitation shall, at the time of such offer if required, hold a valid Certificate of Competency or appropriate current license issued by the State or County Examining Board qualifying the Vendor to perform the work proposed. If work for other trades is required in conjunction with a solicitation, and such work will be performed by subcontractors hired by the Vendor, an applicable Certificate of Competency/license issued to the subcontractors must be submitted with the Vendor's offer. The County may at its option and in its best interest, allow the Vendor to supply the subcontractors certificate/license to the County during the offer evaluation period. The Contractor is responsible to ensure that all required licenses, permits, and fees (to include any inspection fees) required for a project are obtained and paid for, and shall comply with all laws, ordinances, regulations, and building or other code requirements applicable to the work contemplated in a solicitation. Damages, penalties, or fines imposed on the County or the Contractor for failure to obtain required licenses, permits, inspection or other fees, or inspections will be borne by the Contractor.

TRUTH IN NEGOTIATION CERTIFICATE

Any organization awarded a Contract must execute a truth-in-negotiation certificate stating that the wage rates and other factual unit costs are accurate, complete, and current, at the time of contracting for each Contract that exceeds \$195,000.00. Any Contract requiring this certificate will contain a provision that the original Contract price and any additions will be adjusted to exclude any significant sums by which the County determines the Contract price was increased due to inaccurate, incomplete, or non-current wage rates and other factual unit costs. All such Contract adjustments will be made within one (1) year following the end of the Contract.

COMPETENCY OF VENDORS AND ASSOCIATED SUBCONTRACTORS

Proposals will be considered from firms which are regularly engaged in the business of providing or distributing the goods or services described in the solicitation, and who can produce evidence of a consistent satisfactory record of performance. The County may consider any evidence available to it of the financial, technical, and other qualifications and abilities of any Vendor responding under a solicitation, including past performance with the County. Vendors must have sufficient financial support and organization to ensure satisfactory delivery under the stated solicitation terms and conditions of any Contract awarded. In the event the Vendor intends to subcontract any part of its work or will obtain the goods specifically offered under the Contract from another source of supply, the Vendor may be required to verify the competency of its subcontractor or supplier. The County reserves the right, before awarding the Contract, to require a Vendor to submit such evidence of its or its subcontractor's qualifications.

RESPONSIBILITY AS EMPLOYER

The employees of the Contractor will always be considered its employees, and not an employees or agents of the County. The Contractor shall provide employees capable of performing the work as required. The County may require the Contractor to remove any employee it deems unacceptable. All employees of the Contractor may be required to wear appropriate identification.

LAKE COUNTY, FLORIDA – GENERAL TERMS AND CONDITIONS

MINIMUM WAGES

Under the Contract, the wage rate paid to all laborers, mechanics and apprentices employed by the Contractor for the work under the Contract, must not be less than the prevailing wage rates for similar classifications of work as established by the Federal Government and enforced by the U.S. Department of Labor, Wages and Hours Division, and Florida’s Minimum Wage requirements in Article X, Section 24 (f) of the Florida Constitution and enforced by the Florida Legislature by statute or the State Agency for Workforce Innovation by rule, whichever is higher.

PRICE REDETERMINATIONS

Contractor may petition for a price redetermination with documented increases in the cost of wages, fuel, or materials within 30 calendar days of the anniversary date of the Contract. Price redeterminations will be based upon changes documented by the applicable Employment Cost Index (ECI) or Producer Price Index (PPI) as published on the [Bureau of Labor Statistics site here](#). Contractor may petition for price redetermination for Contractor’s minimum wage employees should the minimum wage increase during the Contract. Upon verification, the County may grant an increase matching the minimum wage increase.

INDEMNIFICATION

To the extent permitted by law, the Contractor shall indemnify and hold harmless the County and its officers, employees, agents and instrumentalities from any and all liability, losses or damages, including attorneys’ fees and costs of defense, which the County or its officers, employees, agents or instrumentalities may incur as a result of claims, demands, suits, causes of actions or proceedings of any kind or nature arising out of, relating to or resulting from the performance of the Contract by the Contractor or its employees, agents, servants, partners, principals or subcontractors. The Contractor shall pay all claims and losses in connection with those claims and losses, and shall investigate and defend all claims, suits or actions of any kind or nature in the name of the County, where applicable, including appellate proceedings, and shall pay all costs, judgments, and attorneys’ fees which may be incurred. The Contractor expressly understands and agrees that any insurance protection required by the Contract or otherwise provided by the Contractor will in no way limit the responsibility to indemnify, keep and hold harmless and defend the County or its officers, employees, agents and instrumentalities as provided in a solicitation or any Contract arising from a solicitation.

TERMINATION FOR CONVENIENCE

The County, at its sole discretion, reserves the right to terminate the Contract upon thirty (30) days’ written notice. Upon receipt of such notice, the Contractor shall not incur any additional costs under the Contract. The County will be liable only for reasonable costs incurred by the Contractor prior to notice of termination. The County will be the sole judge of “reasonable costs.”

TERMINATION DUE TO UNAVAILABILITY OF CONTINUING FUNDING

When funds are not appropriated or otherwise made available to support continuation of performance in a current or subsequent fiscal year, the Contract will be cancelled, and the Contractor will be reimbursed for the reasonable value of any non-recurring costs incurred amortized in the price of the supplies or services/tasks delivered under the contract.

TERMINATION FOR DEFAULT

The County reserves the right to terminate any Contract arising from a solicitation, in part or in whole, or affect other appropriate remedy in the event the Contractor fails to perform in accordance with the terms and conditions stated in the Contract. The County further reserves the right to suspend or debar the Contractor in accordance with the County’s ordinances, resolutions and administrative orders. The Contractor will be notified by letter of the County’s intent to terminate and the Contractor will be given

LAKE COUNTY, FLORIDA – GENERAL TERMS AND CONDITIONS

ten (10) calendar days to cure the breach. In the event of termination for default, the County may procure the required goods and services from any source and use any method deemed in its best interest. All re-procurement costs will be borne by the Contractor.

FRAUD AND MISREPRESENTATION

Any individual, corporation or other entity that attempts to meet its contractual obligations through fraud, misrepresentation or other material misstatement, may be debarred for up to five (5) years. The County as a further sanction may terminate or cancel any other Contracts with such individual, corporation or entity with such Contractor held responsible for all direct or indirect costs associated with termination or cancellation, including attorneys' fees.

RIGHT TO AUDIT

The County reserves the right to require the Contractor to submit to an audit, by any auditor of the County's choosing. The Contractor shall provide access to all of its records, which relate directly or indirectly to the contract at its place of business during regular business hours. The Contractor shall retain all records pertaining to the contract and upon request make them available to the County for three (3) complete calendar years following expiration of the contract. The Contractor agrees to provide such assistance as may be necessary to facilitate the review or audit by the County to ensure compliance with applicable accounting and financial standards.

If the Contractor provides technology services, the Contractor must provide Statement of Standards for Attestations Engagements (SSAE) 16 or 18 and System and Service Organization Control (SOC) reports upon request by the County. The SOC reports must be full Type II reports that include the Contractor's description of control processes, and the independent auditor's evaluation of the design and operating effectiveness of controls. The cost of the reports will be paid by the Contractor.

If an audit inspection or examination pursuant to this section discloses overpricing or overcharges of any nature by the Contractor to the County in excess of one percent (1%) of the total contract billings, in addition to making adjustments for the overcharges, the reasonable actual cost of the County's audit must be reimbursed to the County by the Contractor. Any adjustments or payments which must be made as a result of any such audit or inspection of the Contractor's invoices or records must be made within a reasonable amount of time, but in no event may the time exceed ninety (90) calendar days, from presentation of the County's audit findings to the Contractor.

This provision is hereby considered to be included within, and applicable to, any subcontractor agreement entered into by the Contractor in performance of any work under the contract.

PROPRIETARY/CONFIDENTIAL INFORMATION

Vendors are hereby notified that all information submitted as part of a Proposal will be available for public inspection in compliance with Chapter 119 of the Florida Statutes (the "Public Record Act"). The Vendor should not submit any information in response to a solicitation which the Vendor considers proprietary or confidential. The submission of any information to the County in connection with a solicitation will be deemed a waiver from release of the submitted information unless such information is exempt or confidential under the Public Records Act.

PUBLIC RECORDS LAW

Pursuant to section 119.0701(2)(a), Florida Statutes, the County is required to provide Contractor with this statement and establish the following requirements as contractual obligations pursuant to the contract:

IF THE CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE CONTRACTOR'S DUTY

LAKE COUNTY, FLORIDA – GENERAL TERMS AND CONDITIONS

TO PROVIDE PUBLIC RECORDS RELATING TO THIS SOLICITATION, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT 352-343-9839, PURCHASING@LAKECOUNTYFL.GOV, BY MAIL, OFFICE OF PROCUREMENT SERVICES, ATTN: RON FALANGA, P.O. BOX 7800 TAVARES, FL 32778.

By entering into the Contract, Contractor acknowledges and agrees that any records maintained, generated, received, or kept in connection with, or related to the performance of services provided under, the Contract are public records subject to the public records disclosure requirements of section 119.07(1), Florida Statutes, and Article I, section 24 of the Florida Constitution. Pursuant to section 119.0701, Florida Statutes, any Contractor entering into a contract for services with the County is required to:

- A. Keep and maintain public records required by the County to perform the services and work provided pursuant to the Contract.
- B. Upon request from the County’s custodian of public records, provide the County with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in Chapter 119, Florida Statutes, or as otherwise provided by law.
- C. Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the Contract term and following completion or termination of the Contract if the Contractor does not transfer the records to the County.
- D. Upon completion or termination of the Contract, transfer, at no cost, to the County all public records in the possession of the Contractor or keep and maintain public records required by the County to perform the service. If the Contractor transfers all public records to the County upon completion or termination of the Contract, the Contractor shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If the Contractor keeps and maintains public records upon completion or termination of the Contract, the Contractor shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the County, upon request from the County’s custodian of public records, in a format that is compatible with the information technology systems of the County.

Requests to inspect or copy public records relating to the County’s Contract for services must be made directly to the County. If Contractor receives any such request, Contractor shall instruct the requestor to contact the County. If the County does not possess the records requested, the County shall immediately notify the Contractor of such request, and the Contractor must provide the records to the County or otherwise allow the records to be inspected or copied within a reasonable time.

Contractor acknowledges that failure to provide the public records to the County within a reasonable time may be subject to penalties under section 119.10, Florida Statutes. Contractor further agrees not to release any records that are statutorily confidential or otherwise exempt from disclosure without first receiving prior written authorization from the County. Contractor shall indemnify, defend, and hold the County harmless for and against any and all claims, damage awards, and causes of action arising from the Contractor’s failure to comply with the public records disclosure requirements of section 119.07(1), Florida Statutes, or by Contractor’s failure to maintain public records that are exempt or confidential and exempt from the public records disclosure requirements, including, but not limited to, any third party claims or awards for attorney’s fees and costs arising therefrom. Contractor authorizes County to seek

LAKE COUNTY, FLORIDA – GENERAL TERMS AND CONDITIONS

declaratory, injunctive, or other appropriate relief against Contractor from a Circuit Court in Lake County on an expedited basis to enforce the requirements of this section.

COPYRIGHTS

Any copyright derived from a Contract will belong to the author. The author and the Contractor shall expressly assign to the County nonexclusive, royalty free rights to use any and all information provided by the Contractor in any deliverable or report for the County’s use which may include publishing in County documents and distribution as the County deems to be in its best interests. If anything included in any deliverable limits the rights of the County to use the information, the deliverable will be considered defective and not acceptable and the Contractor will not be eligible for any compensation.

The County owns and retains all proprietary rights in its logos, trademarks, trade names, and copyrighted images (Intellectual Property). As such, nothing in any solicitation permits or shall be construed as authorizing Vendor or Contractor to use or display County's Intellectual Property. The County has the right to redact the County Logo displayed on any submission.

SOVEREIGN IMMUNITY

County expressly retains all rights, benefits and immunities of sovereign immunity in accordance with Section 768.28, Florida Statutes. Nothing will be deemed as a waiver of immunity or the limitations of liability of County beyond any statutory limited waiver of immunity or limits of liability. Nothing will inure to the benefit of any third party for the purpose of allowing any claim against County, which would otherwise be barred under the law.

COMPLIANCE WITH FEDERAL STANDARDS

All items to be purchased under a Contract must be in accordance with all governmental standards to include, but not be limited to, those issued by the Occupational Safety and Health Administration (OSHA), the National Institute of Occupational Safety Hazards (NIOSH), and the National Fire Protection Association (NFPA).

E-VERIFY

Upon award of a Contract, the Contractor shall utilize the U.S. Department of Homeland Security’s E-Verify system in accordance with the terms governing use of the system to confirm the employment eligibility of all new persons hired by the Contractor during the term of the Contract.

The Contractor shall include in all contracts with subcontractors performing work pursuant to any Contract, an express requirement that subcontractors utilize the U.S. Department of Homeland Security’s E-Verify system in accordance with the terms governing use of the system to confirm the employment eligibility of all new employees hired by subcontractors during the term of the subcontract.

HEALTH INSURANCE PORTABILITY AND ACCOUNTABILITY ACT (HIPPA)

The Contractor may be required to execute a Business Associate Agreement, pursuant to the Health Insurance Portability and Accountability Act of 1996 (P.L. 104-191) (codified at 42 U.S.C. Section 1320d, *et. seq.*), and regulations contained in 45 C.F.R. Parts 160 and 164.

If the Contractor obtains any information governed by 42 U.S.C. Section 290dd-2 and the regulations implemented by the Substance Abuse and Mental Health Services Administration at 42 C.F.R. Part 2 (collectively referred to as the “SAMHSA regulations”), whether from the County or another source, while providing services to the County under the contract, the Contractor shall only use or disclose that information pursuant to the SAMHSA regulations.

LAKE COUNTY, FLORIDA – GENERAL TERMS AND CONDITIONS

The Contractor will also comply with any and all laws under the State of Florida governing the confidentiality of health information, including but not limited to records or other documents containing medical, mental health, or substance abuse information.

FORCE MAJEURE

The parties will exercise every reasonable effort to meet respective obligations under the Contract but will not be liable for delayed performance or nonperformance resulting from a force majeure. A party that becomes aware of a force majeure that will significantly delay performance will notify the other party promptly, within 15 calendar days, after it discovers the force majeure. If a force majeure occurs, the parties may execute a contract modification or change order to extend the performance schedule or make accommodations that are reasonable under the circumstances.

NO CLAIM FOR DAMAGES

No claim for damages or any claim other than for an extension of time may be made or asserted against the County because of any delays. No interruption, interference, inefficiency, suspension, or delay in the commencement or progress of the work will relieve the Contractor of duty to perform or give rise to any right to damages or additional compensation from the County. The Contractor's sole remedy will be the right to seek an extension to the Contract time. However, this provision will not preclude recovery of damages by the Contractor for hindrances or delays due solely to fraud, bad faith, or active interference on the part of the County.

CERTIFICATION REGARDING SCRUTINIZED COMPANIES

The Contractor hereby certifies that, pursuant to Section 287.135, Florida Statutes, it is not listed on the Scrutinized Companies that Boycott Israel and is not participating in a boycott of Israel. The Contractor understands that pursuant to Section 287.135, Florida Statutes, the submission of a false certification may subject it to civil penalties, attorneys' fees, and costs. The Contractor further understands that any contract with the County for goods or services may be terminated at the option of the County if the Contractor is found to have submitted a false certification or has been listed on the Scrutinized Companies that Boycott Israel list or is participating in a boycott of Israel.

For purchases of \$1 million or more:

By submitting a response to any solicitation, the Contractor hereby certifies that, pursuant to Section 287.135, Florida Statutes, it is not listed on the Scrutinized Companies with activities in the Iran Petroleum Energy Sector List, or the Scrutinized Companies with Activities in Sudan List, is not listed on the Scrutinized Companies that Boycott Israel and is not participating in a boycott of Israel, and is not engaged in business operations in Cuba or Syria. The Contractor understands that pursuant to Section 287.135, Florida Statutes, the submission of a false certification may subject it to civil penalties, attorneys' fees, and costs. The Contractor further understands that any contract with the County for goods or services of \$1 million or more may be terminated at the option of the County if the Contractor is found to have submitted a false certification or has been listed on the Scrutinized Companies with activities in the Iran Petroleum Energy Sector List or the Scrutinized Companies with Activities in Sudan List, is listed on the Scrutinized Companies that Boycott Israel list or is participating in a boycott of Israel, or is engaged in business operations in Cuba or Syria.

ANTI-TRAFFICKING RELATED ACTIVITIES

The U.S. Government has adopted a policy prohibiting trafficking in persons including the trafficking-related activities listed below. These prohibitions specifically apply to come federally funded contracts and prohibit contractors, contractor employees, and their agents from:

- A. Engaging in severe forms of trafficking in persons during the period of performance of the contract;

LAKE COUNTY, FLORIDA – GENERAL TERMS AND CONDITIONS

- B. Procuring commercial sex acts during the period of performance of the contract;
- C. Using forced labor in the performance of the contract;
- D. Destroying, concealing, confiscating, or otherwise denying access by an employee to the employee's identity or immigration documents, such as passports or drivers' licenses, regardless of issuing authority;
- E. Using misleading or fraudulent practices during the recruitment of employees;
- F. Charging employees or potential employees recruitment fees;
- G. Failing to provide return transportation or paying for the cost of return transportation upon the end of employment for certain employees;
- H. Providing or arrange housing that fails to meet the host country housing and safety standards; or
- I. Failing to provide an employment contract, recruitment agreement, or other required work documents in writing, as required by law or contract.

NOTICES

All notices given by one party to the other party under a contract must be delivered to the receiving party's address set forth on the Contract either by hand, qualified courier, or e-mail and will be deemed received the day after it is transmitted. For County, it must be addressed to the Office of Procurement Services, Post Office Box 7800, 315 West Main Street, Suite 441, Tavares, Florida, 32778 or emailed to purchasing@lakecountyfl.gov.

[The remainder of this page intentionally left blank]

TABLE OF CONTENTS

1. INTENT OF CONTRACT2

2. ERRORS AND OMISSIONS2

3. EMERGENCIES2

4. COMPLIANCE WITH OCCUPATIONAL SAFETY AND HEALTH/HAZARDOUS MATERIALS3

5. GENERAL INSPECTION REQUIREMENTS4

6. PROJECT MANAGER6

7. CONTRACT TIME AND TIME EXTENSIONS6

8. HOURS OF OPERATION7

9. CHANGES IN WORK8

10. CLAIMS AND DISPUTES8

11. LANDS FOR WORK AND ACCESS THERETO9

12. MAINTENANCE OF TRAFFIC (MOT)9

13. UNDERGROUND UTILITIES 10

14. PROTECTION OF EXISTING STRUCTURES, UTILITIES, WORK AND VEGETATION..... 10

15. EQUIPMENT 11

16. SANITATION 12

17. OTHER WORK 12

18. FINAL INSPECTION 13

19. FINAL ACCEPTANCE..... 13

20. MEASUREMENT AND PAYMENT 13

21. WARRANTY 14

1. INTENT OF CONTRACT

- A. It is the intent of the contract to describe a functionally complete project (or portion thereof) in accordance with the contract. Any work, materials, or equipment that may reasonably be inferred from the contract’s documents as being required to produce the intended result shall be supplied whether or not specifically called for. When words which have a well-known technical or trade meaning are used to describe work, material or equipment, such words shall be interpreted in accordance with that meaning. Reference to standard specifications, manuals or codes of any technical society, organization or association, or to the laws or regulations of any governmental authority having jurisdiction over the project, whether such reference be specified or by implication, shall mean the latest standard specification, manual, code, law or regulation in effect at the time the work is performed, except as may be otherwise specifically stated herein.
- B. The contract and all referenced standards cited therein are essential parts of the contract requirements. A requirement occurring in one is as binding as though occurring in all. They are intended to be complementary and to describe and provide for a complete project.
- C. If drawings are provided, they intended to show general arrangements, design, and extent of work. In the event of a discrepancy between or among drawings, specifications, or other contract provisions, Contractor shall be required to comply with the provision which is most restrictive or stringent requirement upon Contractor, as determined by the Project Manager.

2. ERRORS AND OMISSIONS

Contractor shall not take advantage of any apparent error or omission in contract documents and shall report such errors or omissions immediately to the Project Manager in writing. In the event Contractor knows or should have known of any error or omission and fails to provide such notification, Contractor shall be deemed to have waived any claim for increased time or compensation Contractor may have had, and Contractor shall be responsible for the results and the costs of rectifying any such error or omission.

3. EMERGENCIES

- A. Contractor shall have a responsible person available at or reasonably near the County on a twenty-four (24) hour basis, seven (7) days a week, who may be contacted in emergencies and in cases where immediate action must be taken to maintain traffic or to handle any other problem that might arise. Contractor’s responsible person for supervision of emergencies shall speak and understand, both verbally and in writing, the English language. Contractor shall submit to the Project Manager, the phone numbers and names of personnel designated to be contacted in cases of emergencies. Included in this list shall be twenty-four (24) hour contact phone numbers for all subcontractors, if any, performing contract work. This list shall contain the name of their supervisors responsible for any contract work.
- B. In the event of an emergency affecting the safety or protection of persons, or the work or property at the project site or adjacent thereto, Contractor, without special instruction or authorization from the Project Manager is obligated to act to prevent threatened damage, injury or loss. Contractor shall contact the Project Manager as soon as possible by telephone and with written notice as soon as possible, but no later than twenty-four (24) hours after the occurrence of the emergency, if Contractor believes that any significant changes in the work or variations

from the contract. If the Project Manager determines a change in the contract is required because of the action taken in response to an emergency, a new Project Order Form shall be issued to document the consequences of the changes or variations. If Contractor fails to provide written notice within the twenty-four (24) hour limitation noted above, Contractor shall be deemed to have waived any right it otherwise may have had to seek an adjustment to the contract amount or an extension to the contract time.

4. COMPLIANCE WITH OCCUPATIONAL SAFETY AND HEALTH/HAZARDOUS MATERIALS

- A. Contractor certifies that all material, equipment, etc., to be used in an individual project meets all Occupational Safety and Health Administration (OSHA) requirements. Contractor further certifies that if any of the material, equipment, etc., is found to be deficient in any OSHA requirement in effect on the date of delivery, all costs necessary to bring the material, equipment, etc., into compliance with the aforementioned requirements shall be borne by Contractor. All standard equipment, work operations, safety equipment, personal protective equipment, and lighting required or mandated by State, Federal, OSHA, or Americans with Disabilities Act (ADA) regulations must be provided and used by Contractor and its employees.
- B. Any chemical item supplied under this contract shall be accompanied by a Safety Data Sheet (SDS). The SDS must meet the requirements of 29 C.F.R. 1910.1200(g), and include the following information:
- Section 1: Identification
 - Section 2: Hazard(s) identification;
 - Section 3: Composition/information on ingredients;
 - Section 4: First-aid measures;
 - Section 5: Fire-fighting measures;
 - Section 6: Accidental release measures;
 - Section 7: Handling and storage;
 - Section 8: Exposure controls / personal protection;
 - Section 9: Physical and chemical properties;
 - Section 10: Stability and reactivity;
 - Section 11: Toxicological information;
 - Section 12: Ecological information;
 - Section 13: Disposal considerations;
 - Section 14: Transport information;
 - Section 15: Regulatory information; and
 - Section 16: Other information, including date of preparation or last revision.
- C. Any spillage of hazardous chemicals or wastes caused by Contractor must be reported immediately to the proper authority and the Project Manager. All spills shall be cleaned up in accordance with all local, State, and Federal regulations. The cost of cleanup of any spillage of hazardous chemicals caused by Contractor shall be the sole responsibility of Contractor and County will share no responsibility for these costs. A copy of the completed compliance order with local, State, and Federal agencies shall be given to County.

- D. If any hazardous chemicals or conditions are discovered by Contractor during the normal work operation, it is the responsibility of Contractor to immediately contact the Project Manager with a description and the location of the condition.
- E. The Project Manager or other County representatives may periodically monitor the work for safety. Should there be safety or health violations, the County’s representative may have the duty to require Contractor to correct the violation in an expeditious method. If there is any situation that is deemed unsafe by the Project Manager or other County representatives, the project will be shut down immediately upon notice and will not resume work until the unsafe condition has been remedied.
- F. Should the work site be in a hazardous area, County shall take reasonable actions to furnish Contractor with information concerning hazards such as the types of the identification of known toxic material, machine hazards, Safety Data Sheets, or any other information that would assist Contractor in the planning of a safe work site. Contractor retains the ultimate responsibility to ensure all work is performed in a manner consistent with all applicable safety standards and directives.
- G. Contractor shall be aware that while working for County, representatives from agencies such as the United States Department of Labor, Occupational Safety and Health Administration (OSHA), and the Division of Safety, State of Florida, are invitees and do not need to have warrants or permission to enter the work site.
- H. Contractor shall designate a competent person of its organization whose duty shall be the prevention of accidents. This person shall be literate and able to communicate fully in the English language because of the necessity to read job instructions and signs, as well as the need for conversing with management personnel. This person shall be Contractor’s Superintendent unless otherwise designated in writing to the Project Manager. All communications to the Superintendent shall be binding as if given to Contractor.

5. GENERAL INSPECTION REQUIREMENTS

- A. Due to the nature of this Agreement, County shall at the time of establishment of need, require Contractor to become fully informed as to the nature and extent of the work required and its relation to any other work in the area, including possible interference from other site activities. Arrangement for contractor’s inspection of facilities or sites or activity schedules may be secured from the user department. Failure to visually inspect the facilities or sites may be cause for disqualification of contractor on that individual project.
- B. Contractor shall furnish the Project Manager with every reasonable facility for ascertaining whether the work performed or materials used are in accordance with the requirements and intent of the specifications. If the Project Manager so requests, Contractor shall, at any time before final acceptance of the work, remove or uncover such portions of the finished work as may be directed. After examination, Contractor shall restore the uncovered portions of the work to the standard required by the specifications. Should the work exposed or examined prove unacceptable in the opinion of the Project Manager, the uncovering or removal, and the replacing of the covering or making good of the items removed, shall be at Contractor’s expense. However, should the work exposed or examined prove acceptable in the opinion of the Project Manager, the uncovering or removing and the replacing or the covering or making good of the items removed, shall be paid for by County.

- C. If during or prior to the operations, the Project Manager should fail to reject defective work or materials, whether from lack of discovery of such defect, or for any other reason, such initial failure to reject shall in no way prevent the Project Manager's later rejection when such defect is discovered, nor obligate County to final acceptance or payment, and Contractor shall make no claim for losses suffered due to any necessary removals or repairs of such defects.
- D. If during or prior to the operations, the Project Manager, rejects any portion of the work on the grounds that the work or materials are defective, the Project Manager will give Contractor notice of the defect. Contractor shall then have seven (7) calendar days from the date the notice is received to correct the defective condition. If the defect has not been corrected within seven (7) calendar days, the Project Manager will send a second written notice to Contractor giving Contractor another seven (7) calendar days to correct the defect. If Contractor fails to correct the deficiency within the second seven (7) calendar days after receipt of the notice, County may take whatever action is necessary, including correcting the deficient work utilizing another contractor or terminating the contract.
- E. Should Contractor fail or refuse to remove and renew any defective material used or work performed, or to make any necessary corrections in an acceptable manner and in accordance with the requirements of the specifications, within the time indicated in writing, County, will have the authority to cause the unacceptable or defective materials or work to be repaired, removed and replaced, as may be necessary, at Contractor's expense. Any expense incurred by County, whether direct, indirect or consequential, in making the repairs, removals, or replacements, which Contractor has failed or refused to make, shall be paid for out of any monies due or which may become due Contractor, or may be charged against the contract bond, if any. A Change Order will be issued, incorporating the necessary revisions to the contract, including an appropriate decrease to the contract amount. Such direct, indirect and consequential costs shall include, such as, but not be limited to: costs of repair and replacement of work of others destroyed or damaged by correction, removal or replacement of work of Contractor's defective work and additional compensation due County. Contractor shall not be allowed an extension of the contract time because of any delay in performance of the work attributable to the exercise by County of the County's rights and remedies hereunder.
- F. When the United States Government or the State of Florida is to pay a portion of the cost of the project, the work will be subject to such inspection by Federal or State representatives as deemed necessary, but such inspections will in no case make the United States Government or the State of Florida a party to this contract.
- G. All work performed and all materials furnished shall be in reasonably close conformity with the tolerance's indication in the specifications. In the event the Project Manager finds the materials or finished product in which the materials are used and not within reasonably close conformity to the specifications, the Project Manager will then decide if the work shall be accepted and remain in place. In this event, the Project Manager will document the basis of acceptance by a Change Order which will provide for an appropriate deduction as needed in the contract price for such work or materials as the Project Manager deems necessary to conform to the determination based on the Project Manager's professional judgment.

6. PROJECT MANAGER

It is agreed to by the parties the Project Manager will decide all questions, difficulties, or disputes of whatever nature, which arise relative to the interpretation of the plans, construction, prosecution, and fulfillment of the scope of services and as to the character, quality, amount and value of any work done, and materials furnished, under or by reason of this Agreement. Project Manager may appoint representatives authorized to inspect all work done and all materials furnished.

7. CONTRACT TIME AND TIME EXTENSIONS

- A. Unless otherwise provided, contract time shall mean the number of consecutive business days from the commencement date noted in the executed purchase order to the date on which all work is to be completed. Contractor shall diligently pursue the completion of work and coordinate work being done on the project by its subcontractors and material suppliers, as well as coordinate Contractor’s work with the work of other contractors so Contractor’s work or the work of others shall not be delayed or impaired by any act or omission of any act by Contractor. Contractor shall be solely responsible for all means, methods, techniques, sequences and procedures, as well as coordination of all portions of the work under the contract.
- B. Should Contractor be obstructed or delayed in the prosecution of or completion of the work as a result of unforeseeable causes beyond the control of Contractor, and not due to Contractor’s fault or neglect, Contractor shall notify the Project Manager by telephone as soon as possible and in writing within two (2) business days after the commencement of such delay, stating the cause or causes thereof, or be deemed to have waived any right which Contractor may have had to request a time extension.
- C. If Contractor complies with the two (2) business days’ notice requirement, the Project Manager will ascertain the fact and the extent of the delay being claimed and recommend an extension to the contract time when, in the Project Manager’s sole judgment, the findings of fact justify such an extension. Contractor shall cooperate with the Project Manager’s investigation of the delay by providing any schedules, correspondence or other data that may be required to complete the findings of fact. Extensions to the contract time may be granted for only those delays which impact Contractor’s schedule. Extensions of contract time, if approved by the Project Manager, must be authorized in writing.
- D. Weather events are specifically excluded as an excused cause for delay under this agreement and no additional days shall be given for rain days.
- E. County shall be entitled to assess charges, as liquidated damages, but not as a penalty, for each calendar day after the scheduled completion date. The project shall be deemed to be completed on the date it is accepted by the County’s Representative. Contractor hereby expressly waives and relinquishes any right which it may have to seek to characterize the above-noted liquidated damages as a penalty. The parties agree that the liquidated damages sum represents a fair and reasonable estimate of the County’s actual damages at the time of contracting if Contractor fails to complete the work in a timely manner. The Liquidated Damages shall be as follows:

<u>Specific Project Amount</u>	<u>Daily Charge per Calendar Day</u>
\$5,000 and under.....	\$25
Over \$5,000 but less than \$10,000.....	\$65
\$10,000 or more but less than \$20,000.....	\$91

\$20,000 or more but less than \$30,000	\$121
\$30,000 or more but less than \$40,000	\$166
\$40,000 or more but less than \$50,000	\$228
Over \$50,000 but less than \$250,000.....	\$313

Any Contractor in default for not completing the work within the time specified shall be removed from the bidder’s list, at the option of the County, and not permitted to bid work for Lake County until the project is complete and the liquidated damages sum is satisfied.

County shall retain from the compensation to be paid to Contractor the above described sum. If Contractor continues to fail to complete any or all remaining scheduled work, County may charge Contractor any additional costs that would be incurred over and above the original contract cost. This amount shall be considered a minimum to complete all remedial work, correct deficient work, clean up the project and other miscellaneous tasks as required to complete all work specified. This amount is in addition to the liquidated damages prescribed above and shall not be construed as a penalty.

F. County shall retain from the compensation to be paid to contractor the above-described sum.

8. HOURS OF OPERATION

A. Unless otherwise specified in the technical specifications, all work performed shall be accomplished between the hours of 7:00 A.M. and 5:00 P.M., Monday through Friday, and no work shall be performed on Saturdays, Sundays, or County Holidays, unless permission to work has been requested in writing by Contractor and approval, in writing, has been granted by the Project Manager. Request for permission to work must be received by the Project Manager no less than two (2) days prior to the requested workday. The exception to this pre-approval requirement would be in the case of an emergency in which the emergency specification as outlined in the contract. County Holidays are:

- New Year’s Day
- Martin Luther King, Jr. Day
- Presidents’ Day
- Memorial Day
- Independence Day
- Labor Day
- Veteran’s Day
- Thanksgiving Day
- Day after Thanksgiving
- Christmas Day

B. Special schedules may be established if necessary, because of problems with noise or similar problems affecting citizens in homes or buildings adjacent to the roadways.

C. Under no circumstance, except in the case of an emergency, will permission be given for work on New Year’s Day, Independence Day, Thanksgiving Day or Christmas Day. If the official holiday is on a Saturday, the County observes the holiday on Friday and if the holiday is on Sunday the County observes the holiday on Monday. Contractor shall not be allowed to work on the alternate day for the above-mentioned holidays. The Project Manager may consider approval in accordance with the provisions stated above, for work on the following days:

Martin Luther King, Jr. Day, Memorial Day, Labor Day, Veterans Day, or the Friday after Thanksgiving.

- D. When Contractor requests and is approved for Saturday, Sunday or Holiday work, County may assess Contractor the sum of Two Hundred Fifty Dollars (\$250.00) per man per day for each Saturday, Sunday or recognized Holiday worked or planned to work. These fees will be deducted from the final invoice.

9. CHANGES IN WORK

- A. County may at any time, by issuance of a Change Order executed in accordance with the County’s Purchasing Policies and Procedures make changes within the general scope of this Agreement. If additional work or other changes are required, an offer will be requested from Contractor. Upon negotiation of the offer, execution, and receipt of the Change Order, Contractor shall commence performance of the work as specified.
- B. Contractor shall not commence any additional work or other changes covered by the Scope of Services for the individual project without an executed Change Order. If Contractor performs additional work beyond the specific requirements of this Agreement without an executed Change Order, it shall be at Contractor’s own risk. County assumes no responsibility for any additional costs for work not specifically authorized by an executed Change Order.

10. CLAIMS AND DISPUTES

- A. Claims by Contractor shall be made in writing to the Project Manager within two (2) business days after the commencement of the event giving rise to such claim or else Contractor shall be deemed to have waived the claim. Written supporting data shall be submitted to the Project Manager within ten (10) calendar days after the occurrence of the event, unless County grants additional time in writing, or else Contractor shall be deemed to have waived the claim. All claims shall be priced in accordance with the provisions of the section in this document entitled “Changes in Work”.
- B. Contractor shall proceed diligently with its performance as directed by County, regardless of any pending claim, action, suit, or administrative proceeding, unless otherwise agreed to by the County in writing. County shall continue to make payments on the undisputed portion of the contract in accordance with the contract during the pendency of any claim.
 - 1. Claims by Contractor shall be resolved in the following manner:
 - a. Upon receiving the claim and supporting data, the Project Manager will review the claim, or if the Project Manager is not a County employee, will forward the claim to the County. County will within fifteen (15) business days respond to the claim in writing stating that the claim is either approved or denied. If denied, County will specify the grounds for denial. Contractor shall then have fifteen (15) calendar days in which to provide additional supporting documentations, or to notify the County that the original claim stands as is.
 - b. If the claim is not resolved, the County may, at its option, choose to submit the matter to mediation. A mediator shall be mutually selected by the parties and each party shall pay one-half (1/2) the expense of mediation. If County declines to mediate the dispute,

Contractor may bring an action in the County or Circuit Court sitting in Lake County, Florida.

2. Claims by County against Contractor shall be made in writing by the Project Manager as soon as the event leading to the claim is discovered by the County. Written supporting data shall be submitted by the Project Manager. All claims shall be priced in accordance with the provisions of the section in this document entitled “Changes in Work”. The party to whom the Project Manager’s determination is not in favor of may appeal the determination as set forth in subsection (2) above.
3. Arbitration shall not be considered as a means of dispute resolution.

11. LANDS FOR WORK AND ACCESS THERETO

- A. County shall furnish and define the limits of land for access to the work site and for the site proper. No storage or equipment shall take place on private property unless Contractor has a letter from the landowner authorizing Contractor to do so. A copy of the letter shall be provided to the County. Contractor shall supply the Project Manager any such letter before the equipment is placed there. Any and all other lands required by Contractor shall be procured by Contractor at Contractor’s expense.
- B. As the work progresses, Contractor shall keep the site reasonably clear of rubbish, trash, waste, and other disposable materials on a daily basis. If Contractor allows the site to become littered and unsightly, any payments otherwise due may be withheld until Contractor cleans up the site to the satisfaction of the County. If Contractor fails to clean up the site, the County may choose to clean up the site at Contractor’s expense.
- C. Contractor shall, absent written permission from a private property owner, confine all storage of materials, equipment, and the operations of workers to the project site and land and areas identified in and permitted by the contract. Contractor shall assume full responsibility for any damage to any such land or area or to the owner or occupant thereof, or any land or areas contiguous thereto, resulting from the performance of the work. At the completion of the work, Contractor shall remove all debris, rubbish and waste materials from and about the project site, as well as all tools, appliances, equipment, machinery, and surface materials and shall leave the project site clean. All service and supply operations shall be conducted outside the clear zone unless Contractor has proper authorization and traffic control. No supply vehicles shall enter the median for any purpose. No service vehicles shall enter the median except when necessary to repair or remove inoperable equipment.
- D. Any equipment/material left within the right of way shall be outside the clear zone. No equipment/material shall be parked overnight in the median.

12. MAINTENANCE OF TRAFFIC (MOT)

Unless otherwise specified, the standard specifications to be used for the work shall be the most applicable and the most stringent of the following:

- A. Maintenance of traffic shall be the responsibility of Contractor, is part of Contractor’s proposal price, and shall confirm to FDOT’s most current editions of “STANDARD SPECIFICATIONS FOR ROAD AND BRIDGE CONSTRUCTION”, 2018 edition (or latest edition), or FDOT’s “ROADWAY AND TRAFFIC DESIGN STANDARDS”, 2018 (or latest

edition), or FDOT’s “MANUAL OF UNIFORM MINIMUM STANDARDS FOR DESIGN, CONSTRUCTION AND MAINTENANCE FOR STREETS AND HIGHWAYS,” 2016 (or latest edition), Federal Highway Administration (FHWA) “MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES (MUTCD),” 2009 (or latest edition), and all supplemental specifications thereto. These documents can be ordered from FDOT, Maps and Publications Department, 605 Suwannee Street, Tallahassee, Florida 32399-0450, or by going to the FDOT website at: www.dot.state.fl.us/mapsandpublications.

- B. All costs associated with MOT must be included in Contractor’s proposal price. No separate line items for MOT will be included in the cost estimate. If Contractor does not comply with the FDOT and the FHWA (i.e. signs, qualified flaggers, or barricades), County reserves the right to direct Contractor to cease operation until deficiencies are corrected. In addition, no road closures shall be allowed except in the case of emergencies.
- C. If Contractor feels that assistance from an off-duty police officer is needed, it shall be the responsibility of Contractor to hire and pay for this service.
- D. All lane closures shall have the prior approval of the Project Manager.
- E. The foregoing requirements are to be considered as minimum and Contractor’s compliance shall in no way relieve Contractor of final responsibility for providing adequate traffic control devices for the protection of the public and contractor’s employees throughout the work area.
- F. The use of public roads and streets by Contractor shall provide a minimal inconvenience to the public and traffic. Furthermore, if Contractor is utilizing the road by driving the slow-moving equipment, the operator shall allow no more than three (3) vehicles to be backed up behind them at any time before pulling to the side to let traffic pass.

13. UNDERGROUND UTILITIES

Any required ground digging or subsurface work shall be done in accordance with Chapter 556, Florida Statutes. It shall be the responsibility of Contractor to have all underground utilities located before any work shall begin. This can be done by contacting Sunshine State One Call. They may be reached by calling 1-800-432-4770. The repairs of any damaged underground utilities as a result of the work being performed by Contractor shall be the responsibility of Contractor. The proper utility company shall be contacted immediately to expedite the repairs if damage has occurred. County shall also be notified by telephone at the earliest opportunity and shall be followed up with a written explanation of the incident within two (2) days.

14. PROTECTION OF EXISTING STRUCTURES, UTILITIES, WORK AND VEGETATION

- A. Contractor shall preserve and protect all existing vegetation such as trees, shrubs, and grass on or adjacent to the site which do not unreasonably interfere with the project as may be determined by the Project Manager. Contractor shall be responsible for all unauthorized cutting or damages of trees and shrubs, including damage due to careless operation of equipment, stockpiling of materials or tracking of grass areas by equipment.
- B. Contractor shall fully protect the work from loss or damage and shall bear the cost of any such loss or damage until final payment has been made. If Contractor or any one for whom Contractor is legally liable is responsible for any loss or damage to the work, or other work or materials of the County or County’s separate contractors, Contractor shall be charged with the

same, and any monies necessary to replace such loss or damage shall be deducted from any amounts due Contractor.

- C. Contractor shall not disturb any benchmark established by the County with respect to the project. If Contractor, or its subcontractors, agents or any one for whom Contractor is legally liable, disturbs County benchmarks, Contractor shall immediately notify the Project Manager. County shall have the benchmarks re-established and Contractor shall be liable for all costs incurred by the County associated therewith. Such costs shall be deducted from any amounts due Contractor.
- D. During the period of production of work and the warranty period Contractor shall be responsible for processing any and all claims for property damage and or bodily injury caused by the failure of the work including, such as but not limited to motor vehicles or pedestrians. Contractor shall be responsible for the payment of all property damage and bodily injury claims and agrees to save and hold harmless the County from all such claims. Claims not handled by Contractor or their representative in the proper manner, will be settled by the County. County shall recover all costs from Contractor.
- E. All items damaged as a result of contractor or subcontractor operations, such as but not limited to: sidewalks, seating, curbs, pipes, drains, water mains, pavement, mail boxes, turf, County signs or other property owned by the County or private landowner, shall be either repaired or replaced by Contractor, at their expense, in a manner prescribed by and at the sole satisfaction of the Project Manager. Any claims submitted to the County, such as but not limited to: from utility companies or landowners, which are determined to be the result of damage done by Contractor, shall be the responsibility of Contractor. County reserves the right to pay any such claims and deduct such amount from Contractor's invoice. Repairs, or receipt of repairs, will be completed and submitted to the County prior to submission of Contractor's invoice for work accomplished. If the repair is not in accordance with County standards, the County shall repair the items and deduct the associated cost from the amount due Contractor.
- F. Contractor shall replace any asphalt that has been damaged as a result of hydraulics spilled from their equipment.
- G. Complaints shall be addressed within two (2) business days and a written report submitted to the Project Manager outlining actions taken to correct the complaint. Contractor shall notify the County immediately of any complaints given directly to Contractor.
- H. If in the course of completing work as part of this contract there is an accident that involves the public, Contractor shall as soon as possible, inform the Project Manager of the incident by telephone. Contractor shall follow up in writing within two (2) business days of the incident. If Law Enforcement was involved and has written a report, Contractor shall forward a copy of the report to the Project Manager.
- I. Contractor shall be responsible for re-grading and re-sodding any areas that are disturbed by Contractor during the course of the work being completed.

15. EQUIPMENT

- A. Contractor shall furnish equipment of a type and quantity to perform the work satisfactorily within the time specified herein. County reserves the right to inspect all equipment before it is placed in or while it is in service. If in the opinion of the Project Manager, Contractor has

insufficient equipment on the job to satisfactorily complete the work within the required time, Contractor shall provide additional equipment as directed by the Project Manager. All equipment may be inspected and approved by the Project Manager before it is placed in service. If at any time, the Project Manager determines that any equipment is deficient in any way, Contractor shall remove the equipment from service immediately, and the equipment shall remain out of service until the deficiency is corrected to the satisfaction of the Project Manager. Inspection and approval of Contractor's equipment by the Project Manager shall not relieve Contractor of the responsibility or liability for injury to persons or damage to property caused by the operation of Contractor's equipment, nor shall it relieve Contractor of the responsibility to meet the established time for the completion of the service.

- B. All safety devices installed by the manufacturer shall be in place and in proper working order at all times. At a minimum, all equipment used within the right of way shall be equipped with a slow-moving vehicle sign, and properly operating amber flashing or white strobe light.
- C. The equipment used must be in good repair and operating condition at all times. This service requires that all equipment shall be environmentally safe, with no oil leaks, blowing fuel, or leaking hydraulic lines.

16. SANITATION

Contractor shall provide and maintain adequate sanitary conveniences for the use of persons employed. These conveniences shall be always maintained without nuisance, and their use shall be strictly enforced. The location shall be subject to the Project Manager's approval.

17. OTHER WORK

- A. Contractor will cooperate with County personnel or anyone who may be engaged in authorized work prior to final completion of the project.
- B. Contractor shall cooperate with the owners of any underground or overhead utility lines in their removal and rearrangement operations in order that these operations may progress in a reasonable manner and that service rendered by these parties will not be interrupted.
- C. County may perform other work related to the project site or, in the general vicinity of the site by the County's own forces, have other work performed by utility owners or other direct contracts. If other work is not identified in the contract and if Contractor believes that such performance will involve additional expenses to Contractor or require additional time, Contractor shall send written notice of that fact to the County and the Project Manager within two (2) business days of being notified of the other work. If Contractor fails to send the above required notice, Contractor will be deemed to have waived any rights it otherwise may have had to seek an extension to the contract time or adjustment to the contract amount. Contractor shall afford each utility owner and other contractors (or the County if the County is performing additional work with County employees) proper and safe access to the site and a reasonable opportunity for the introduction and storage of materials and equipment and the execution of such work and shall properly connect and coordinate its work with theirs. Contractor shall not endanger any work of others by cutting, excavating, or otherwise altering their work and will only cut or alter their work with the written consent of the Project Manager and the others whose work will be affected.

- D. If any part of Contractor’s work depends, for proper execution or results, upon the work of any other contractor other than a subcontractor or utility owner, Contractor shall inspect and promptly report to the Project Manager, in writing two (2) business days, any delays, defect or other problems in such other work that renders it impossible for Contractor to obtain proper execution or results. Contractor’s failure to report will constitute an acceptance of the other work as fit and property for integration with Contractor’s work.

18. FINAL INSPECTION

- A. Maintenance of Work. Contractor shall maintain all work in as-new condition until the final inspection is completed and the work accepted by the Project Manager.
- B. Upon notice from Contractor that the service has been completed, the Project Manager will make a final inspection within five (5) business days of receipt of notification. The Project Manager will notify Contractor if necessary, of any deficiencies with the project. Contractor shall correct all deficiencies before final acceptance and payment is made. If the deficiencies have not been completed within the contracted time, the Project Manager may send out a notification notifying contractor of assessment of Liquidated Damages that can be applied for any day over the time allowed per the contract.
- C. Contractor shall notify the Project Manager when the deficiencies have been completed and corrected. If the deficiencies are not corrected when inspected, Contractor shall be notified again in writing about any deficiencies. Once the repairs have been corrected by Contractor, the Project Manager shall make another inspection. There shall be an eighty-dollar (\$80.00) inspection fee assessed to Contractor for this inspection and any re-inspection that may be required after that. The fee is assessed to offset the additional costs associated with County labor and vehicle usage required for unnecessary inspections. The fee(s) shall be deducted from the final invoice for that release order.

19. FINAL ACCEPTANCE

- A. Projects shall be considered complete when all work has been completed and has been accepted by the County and the Project Manager. Contractor will then be released from further obligation except as set forth in the warranty or bonds in this Contract.
- B. County reserves the right, should an error be discovered in the partial or final estimates, or should proof of defective work or materials used by or on the part of Contractor be discovered after the final payment has been made, to claim and recover from Contractor or its surety, or both, by process of law, such sums as may be sufficient to correct the error or make good the defects in the work and materials, including any fees or costs associated with the additional services of the Project Manager.

20. MEASUREMENT AND PAYMENT

- A. All work completed under the terms of this contract shall be paid as a unit price payment at the cost as established in Section 4, Pricing/Certifications/Signatures, Pricing Section and as discussed in Section 2, Scope of Services.
- B. Contractor shall accept compensation provided under the terms of this contract as full payment for furnishing all materials and for performing all work contemplated and embraced under this contract. Such compensation shall also be for all loss or damage arising out of the nature of the

work or from the action of the elements, or from any unforeseen difficulties or obstructions encountered during the contract period until final acceptance by County.

21. WARRANTY

- A. Contractor shall obtain and assign to the County all express warranties given to Contractor or any subcontractors by any material suppliers, equipment or fixtures to be incorporated into the Project. Contractor warrants to the County that any materials and equipment furnished under the Contract shall be new unless otherwise specified, and that all work shall be of good quality, free from all defects and in conformance with the Contract. Contractor further warrants to the County that all materials and equipment furnished under the Contract shall be applied, installed, connected, erected, used, cleaned and conditioned in accordance with the instructions of the applicable manufacturers, fabricators, suppliers or processors except as otherwise provided for in the Contract. Unless otherwise specified, if within eighteen (18) months after final completion and acceptance, any work is found to be defective or not in conformance with the Contract, Contractor shall correct it promptly after receipt of written notice from the County. Contractor shall also be responsible for and pay for replacement or repair of adjacent materials or work which may be damaged as a result of such replacement or repair. These warranties are in addition to those implied warranties to which the County is entitled as a matter of law.

- B. The sod shall be warranted to be free of noxious and invasive weeds, disease, and insects. If pests or noxious weeds manifest themselves within sixty (60) days of placement of the sod, Contractor shall treat the affected areas. The process for treating these areas shall be approved by the Project Manager. If the sod does not meet any of the specifications within this document, Contractor shall be responsible to replace it at no expense to the County. It shall be the responsibility of Contractor to ensure that the sod is sufficiently established as previously described within these specifications. If the sod dies or does not become established Contractor shall be responsible for the replacement at no cost to the County.

[Remainder of this page is intentionally blank.]



RIGHT-OF ENTRY STATEMENT

Date: _____

Property Owner's Name: _____

Tenant's Name: _____

Address of Property: _____

City/Zip Code: _____

Description of Work: _____

Right of Entry

I certify that I am the owner, or an owner's authorized representative of the above-described property. I freely grant, and without coercion, the right of access and entry to said property for the purpose of completing work that exists in the County right-of-way and on my property.

I will mark any sewer lines, septic tanks, water lines, utilities located on the described property to help prevent damage to said items.

Print Name: _____

Signature: _____

**FLORIDA
DEPARTMENT
OF
TRANSPORTATION**



**STANDARD SPECIFICATIONS
FOR
ROAD AND BRIDGE
CONSTRUCTION
FY 2023-24**

These Florida Department of Transportation Standard Specifications for Road and Bridge Construction, FY 2023-24, are hereby approved for application on highway and related construction contracts as referenced in the plans or specifications, and they shall apply as noted and amended by those documents.

Stefanie Maxwell, P.E.
Manager, Program Management Office

I hereby certify that these Standard Specifications were prepared by me or under my responsible charge, compiled from specifications prepared, examined, adopted and implemented by the Florida Department of Transportation in accordance with established procedures, and as approved by the Federal Highway Administration.

This item has been digitally signed and sealed by Daniel Strickland on the date adjacent to the seal. Printed copies of this document are not considered signed and sealed and the signature must be verified on any electronic copies.

Daniel Strickland, P.E.
State Specifications Engineer

CLEARING CONSTRUCTION SITE

SECTION 110 CLEARING AND GRUBBING

110-1 Description.

Clear and grub within the areas shown in the Plans. Remove and dispose of all trees, stumps, roots and other such protruding objects, buildings, structures, appurtenances, existing flexible asphalt pavement, and other facilities necessary to prepare the area for the proposed construction. Remove and dispose of all product and debris not required to be salvaged or not required to complete the construction.

Perform miscellaneous work necessary for the complete preparation of the overall project site as specified in 110-10.

110-2 Standard Clearing and Grubbing.

110-2.1 Work Included: Completely remove and dispose of all buildings, timber, brush, trees, stumps, roots, rubbish, debris, existing flexible pavement and base, drainage structures, culverts, and pipes. Remove all other obstructions resting on or protruding through the surface of the existing ground and the surface of excavated areas.

Perform standard clearing and grubbing within the following areas:

1. All areas where excavation is to be done, including borrow pits, lateral ditches, right-of-way ditches, etc.
2. If constructing over an existing road, remove existing asphalt pavement. If shown in the Contract Documents, remove existing pavement base.
3. All areas where roadway embankments will be constructed.
4. All areas where structures will be constructed, including pipe culverts and other pipe lines.

110-2.2 Depths of Removal of Roots, Stumps, and Other Debris: In all areas where excavation is to be performed, or roadway embankments are to be constructed, remove roots and other debris to a depth of 12 inches below the ground surface. Remove roots and other debris from all excavated material to be used in the construction of roadway embankment or roadway base. Plow the surface to a depth of at least 6 inches, and remove all roots thereby exposed to a depth of at least 12 inches. Completely remove and dispose of all stumps within the roadway right-of-way.

Remove all roots, etc., protruding through or appearing on the surface of the completed excavation within the roadway area and for structures, to a depth of at least 12 inches below the finished excavation surface.

Remove or cut off all stumps, roots, etc., below the surface of the completed excavation in borrow pits, material pits, and lateral ditches.

In borrow and material pits, do not perform any clearing or grubbing within 3 feet inside the right-of-way line.

Within all other areas where standard clearing and grubbing is to be performed, remove roots and other debris projecting through or appearing on the surface of the original ground to a depth of 12 inches below the surface, but do not plow or harrow these areas.

110-2.3 Boulders: Remove any boulders encountered in the roadway excavation (other than as permitted under the provisions of 120-7.2) or found on the surface of the ground. When approved by the Engineer place boulders in neat piles inside the right of way. The Contractor

may stockpile boulders encountered in Department-furnished borrow areas, which are not suitable for use in the embankment construction, within the borrow area.

110-2.4 Asbestos Containing Materials (ACM) Not Identified Prior to the Work:

When encountering or exposing any condition indicating the presence of asbestos, cease operations immediately in the vicinity and notify the Engineer, in accordance with 110-6.5.

110-3 Selective Clearing and Grubbing.

110-3.1 General: Remove and dispose of vegetation, obstructions, etc., as shown in the Plans. Provide acceptable fill material, and grade and compact holes or voids created by the removal of the stumps. Perform all selective clearing and grubbing in accordance with ANSI A300.

No staging, storing, stockpiling, parking or dumping will be allowed in selective clearing and grubbing areas. Only mechanical equipment related to selective clearing and grubbing activities will be allowed in selective clearing and grubbing areas. Protect trees to remain from trunk, branch and root damage.

110-3.2 Protection of Plant Preservation Areas: Areas to remain natural may be designated in the Plans. No clearing and grubbing, staging, storage, stockpiling, parking or dumping is allowed in these areas. Do not bring equipment into these areas.

110-3.3 Tree Protection Barrier: Construct a tree protection barrier in accordance with Standard Plans Index 110-100 and the Plans. Maintain barrier for duration of the Contract.

110-3.4 Tree Root and Branch Pruning: When pruning cuts or root pruning to existing trees are shown in the Plans, work is to be supervised on site by an International Society of Arboriculture (ISA) Certified Arborist and performed in accordance with ANSI A300.

110-3.5 Tree Removal: Remove trees as shown in the Plans.

110-4 Protection of Property Remaining in Place.

Protect property to remain in place in accordance with 7-11.

110-5 Removal of Buildings.

110-5.1 Parts to be Removed: Completely remove all parts of the buildings, including utilities, plumbing, foundations, floors, basements, steps, connecting concrete sidewalks or other pavement, septic tanks, and any other appurtenances, by any practical manner which is not detrimental to other property and improvements.

Remove utilities to the point of connection to the utility authority's cut-in. After removing the sewer connections to the point of cut-in, construct a concrete plug at the cut-in point, as directed by the Engineer, except where the utility owners may elect to perform their own plugging. Contact the appropriate utility companies prior to removal of any part of the building to ensure disconnection of services.

Submit demolition schedule 15 working days before beginning any demolition or renovation of a building.

110-5.2 Removal by Others: Where buildings within the area to be cleared and grubbed are so specified to be removed by others, remove and dispose of any foundations, curtain walls, concrete floors, basements or other foundation parts which might be left in place after such removal of buildings by others.

110-6 Removal of Existing Bridges.

110-6.1 General: The work under this Article includes bridges, as defined in 1-3.

Remove and dispose of the materials from existing bridges. Remove

1. those bridges and approach slabs, or portions of bridges, shown in the Plans to be removed,

2. those bridges and approach slabs, or portions of bridges, found within the limits of the area to be cleared and grubbed, and directed by the Engineer to be removed,

3. those bridges and approach slabs, or portion of bridges, which are necessary to be removed in order to complete the work, and

4. other appurtenances or obstructions which may be designated in the Contract Documents to be included as an item of payment for the work under this Article.

Submit schedule information and demolition plan for approval 15 working days before beginning any demolition or renovation of any structures.

110-6.2 Method of Removal:

110-6.2.1 General: Remove the structures in such a way so as to leave no obstructions to any proposed new bridge or to any waterways. Pull, cut off, or break off pilings to the requirements of the permit or other Contract Documents, or if not specified, not less than 2 feet below the finished graded surface. In the event that the Plans indicate channel excavation to be done by others, consider the finished graded surface as the limits of such excavation. For materials which are to remain the property of the Department or are to be salvaged for use in temporary bridges, avoid damage to such materials, and entirely remove all bolts, nails, etc. from timbers to be so salvaged. Mark structural steel members for identification as directed.

110-6.2.2 Removal of Steel Members with Hazardous Coatings: Submit to the Engineer for approval the “Contractor’s Lead in Construction Compliance Program”, QP2 certification from the Society for Protective Coatings (SSPC) from the firm actually removing and disposing of these steel members before any members are disturbed.

Vacuum power tool clean any coated steel member to bare metal as defined by SSPC-SP11 a minimum of 4 inches either side of any area to be heated (e.g. torch cutting, sawing, grinding, etc.) in accordance with 29 CFR 1926.354. Abrasive blasting is prohibited.

110-6.3 Partial Removal of Bridges: On concrete bridges to be partially removed and widened, remove concrete by manually or mechanically operated pavement breakers, by concrete saws, by chipping hammers, or by hydro-demolition methods. Do not use explosives. Where concrete is to be removed to neat lines, use concrete saws or hydro-demolition methods capable of providing a reasonably uniform cleavage face. If the equipment used will not provide a uniform cut without surface spalling, first score the outlines of the work with small trenches or grooves. For all demolition methods, submit for review and approval of the Engineer, a demolition plan that describes the method of removal, equipment to be used, types of rebar splices or couplers, and method of straightening or cutting rebar. In addition, for hydro-demolition, describe the method for control of water or slurry runoff and measures for safe containment of concrete fragments that are thrown out by the hydro-demolition machine.

110-6.4 Authority of U.S. Coast Guard: For bridges in navigable waters, when constructing the project under authority of a U.S. Coast Guard permit, the U.S. Coast Guard may inspect and approve the work to remove any existing bridges involved therein, prior to acceptance by the Department.

110-6.5 Asbestos Containing Materials (ACM) Not Identified Prior to the Work: When encountering or exposing any condition indicating the presence of asbestos, cease operations immediately in the vicinity and notify the Engineer.

Make every effort to minimize the disturbance of the ACM. Immediately provide provisions for the health and safety of all jobsite personnel and the public that may be exposed to

any ACM. Provisions shall meet all applicable Federal, State, and Local Rules and Regulations regarding potentially hazardous conditions due to ACM.

The Engineer will notify the District Contamination Impact Coordinator (DCIC) who will engage the services of the Department's Contamination Assessment/Remediation Contractor (CAR). Provide access to the potential contamination area. Preliminary investigation by the CAR Contractor will determine the course of action necessary for site security and the steps necessary to resolve the contamination issue.

The CAR Contractor will perform an asbestos survey to delineate the asbestos areas, and identify any staging or holding areas that will be needed for assessment or abatement of the asbestos material.

The CAR Contractor will maintain jurisdiction over activities within areas contaminated with ACM including staging and holding areas. The CAR Contractor will be responsible for the health and safety of workers within these delineated areas. Provide continuous access to these areas for the CAR Contractor and representatives of regulatory or enforcement agencies having jurisdiction.

Coordinate with the CAR Contractor and Engineer to develop a work plan with projected completion dates for the final resolution of the contamination, in coordination with any regulatory agencies as appropriate. Use the work plan and schedule as a basis for planning the completion of all work efforts. The Engineer may grant Contract Time extensions according to the provisions of 8-7.3.2.

Cooperate with the CAR Contractor to expedite integration of the CAR Contractor's operations into the construction project. Adjustments to quantities or to Contract unit prices will be made according to work additions or reductions on the part of the Prime Contractor in accordance with 4-3.

The Engineer will inform the Prime Contractor when operations may resume in the affected area.

110-7 Removal of Existing Concrete.

Remove and dispose of existing Portland cement concrete pavement, sidewalk, slope pavement, ditch pavement, curb, and curb and gutter, etc., where shown in the Plans.

Remove all gravity walls, noise/sound walls, retaining walls, MSE walls, perimeter walls, and roadway concrete barriers, where shown in the Plans. All ancillary elements of these concrete features being removed including, but not limited to, base, leveling pads, copings, reinforcing steel or straps, footings, edgedrains, etc, are incidental and included in the cost of the removal.

110-8 Ownership of Materials.

Except as may be otherwise specified in the Contract Documents, take ownership of all buildings, structures, appurtenances, and other materials removed and dispose of them in accordance with 110-9.

110-9 Disposal of Materials.

110-9.1 General: Either stack materials designated to remain the property of the Department in neat piles within the right-of-way, load onto the Department's vehicles, or deliver to location designated in the Plans.

Dispose of timber, stumps, brush, roots, rubbish, and other material resulting from clearing and grubbing in areas and by methods meeting the applicable requirements of all Federal, State and Local Rules and Regulations. Do not block waterways by the disposal of debris.

With the approval of the Engineer, wood chips may be evenly distributed to a depth of no more than one inch in designated areas in the Department's right-of-way.

110-9.2 Burning Debris: Where burning of such materials is permitted, perform all such burning in accordance with the applicable Federal, State and Local rules and regulations. Perform all burning at locations where trees and shrubs adjacent to the cleared area will not be harmed.

110-9.3 Timber and Crops: The Contractor may sell any merchantable timber, fruit trees, and crops that are cleared under the operations of clearing and grubbing for his own benefit, subject to the provisions of 7-1.2, which may require that the timber, fruit trees, or crops be burned at or near the site of their removal, as directed by the Engineer. The Contractor is liable for any claims which may arise pursuant to the provisions of this Subarticle.

110-9.4 Disposal of Treated Wood: Treated wood must be handled and disposed of properly during removal. Treated wood should not be cut or otherwise mechanically altered in a manner that would generate dust or particles without proper respiratory and dermal protection. The treated wood must be disposed of in at least a lined solid waste facility or through recycling/reuse. Treated wood shall not be disposed by burning or placement in a construction and demolition (C&D) debris landfill.

110-9.5 Hazardous Materials/Waste: Handle, transport, and dispose of hazardous materials/waste in accordance with all Federal, State, and Local Rules and Regulations including, but not limited to, the following:

1. SSPC Guide 7
2. Federal Water Pollution Control Act, and
3. Resource Conservation and Recover Act (RCRA).

Accept responsibility for the collection, sampling, classification, packaging, labeling, accumulation time, storage, manifesting, transportation, treatment and disposal of hazardous materials/waste, both solid and liquid. Separate all solid and liquid waste and collect all liquids used at hygiene stations and handle as hazardous materials/waste. Obtain written approval from the Engineer for all hazardous materials/waste stabilization methods before implementation.

Obtain an EPA/FDEP Hazardous Waste Identification Number (EPA/FDEP ID Number) before transporting and/or disposal of any hazardous materials/waste.

List the Department as the generator for hazardous materials/waste resulting from removal or demolition of Department materials.

Submit the following for the Engineers' approval before transporting, treatment or disposal of any hazardous materials/waste:

1. Name, address and qualifications of the transporter,
2. Name, address and qualifications of the treatment facility,
3. Proposed treatment and/or disposal of all Hazardous Materials/Waste.
4. EPA/FDEP Hazardous Waste Identification Number Application Form.
5. Manifest forms.

Transport all hazardous materials/waste in accordance with applicable Federal, State, and Local Rules and Regulations including, but not limited to, the 40 CFR 263 Standards.

Submit all final Hazardous Materials/Waste manifest/bills of lading and certificates of disposal to the Engineer within 21 days of each shipment.

110-9.5.1 Steel Members with Hazardous Coating: Dispose of steel members with hazardous coating in one of the following manners:

1. Deliver the steel members and other hazardous waste to a licensed recycling or treatment facility capable of processing steel members with hazardous coating.
2. Deliver the steel members with hazardous coating to a site designated by the Engineer for use as an offshore artificial reef. Deliver any other hazardous materials/waste to a licensed hazardous materials/waste recycling treatment facility.

Dismantle and/or cut steel members to meet the required dimensions of the recycling facility, treatment facility or offshore artificial reef agency.

All compensation for the cost of removal and disposal of hazardous materials/waste will be included in the Cost of Removal of Existing Structures.

110-9.5.2 Certification of Compliance: Submit certification of Compliance from the firm actually removing and disposing of the hazardous materials/waste stipulating, the hazardous materials/waste has been handled, transported and disposed of in accordance with this Specification. The Certification of Compliance shall be attested to by a person having legal authority to bind the company.

Maintain all records required by this Specification and ensure these records are available to the Department upon request.

110-10 Miscellaneous Operations.

110-10.1 Water Wells Required to be Plugged: Fill or plug all water wells within the right-of-way, including areas of borrow pits and lateral ditches, that are not to remain in service, in accordance with applicable Federal, State, and Local Rules and Regulations.

Cut off the casing of cased wells at least 12 inches below the existing surface or 12 inches below the elevation of the finished graded surface, whichever is lower. Water wells, as referred to herein, are defined either as artesian or non-artesian, as follows:

1. An artesian well is an artificial hole in the ground from which water supplies may be obtained and which penetrates any water-bearing rock, the water in which is raised to the surface by natural flow or which rises to an elevation above the top of the water-bearing bed. Artesian wells are further defined to include all holes drilled as a source of water that penetrate any water-bearing beds that are a part of the artesian water system of Florida, as determined by representatives of the applicable Water Management District.

2. A non-artesian (water-table) well is a well in which the source of water is an unconfined aquifer. The water in a non-artesian well does not rise above the source bed.

110-10.2 Leveling Terrain: Within the areas between the limits of construction and the outer limits of clearing and grubbing, fill all holes and other depressions, and cut down all mounds and ridges. Make the area of a sufficient uniform contour so that the Department's subsequent mowing and cutting operations are not hindered by irregularity of terrain. Perform this work regardless of whether the irregularities were the result of construction operations or existed originally.

110-10.3 Mailboxes: When the Contract Documents require furnishing and installing mailboxes, permit each owner to remove the existing mailbox. Work with the Local Postmaster to develop a method of temporary mail service for the period between removal and installation of the new mailboxes. Install the mailboxes in accordance with the Standard Plans.

110-11 Method of Measurement.

110-11.1 Clearing and Grubbing: The quantity to be paid for will be the lump sum quantity.

110-11.2 Selective Clearing and Grubbing: The quantity to be paid will be the plan quantity area in acres designated for Selective Clearing and Grubbing. The quantity to be paid for Tree Protection Barrier will be the linear foot measurement as shown in the Plans. Tree Root, Branch Pruning, and Tree Removal will be paid per each tree. Tree Removal per each will not be used where Clearing and Grubbing or Selective Clearing and Grubbing per acre is used.

110-11.3 Removal of Existing Bridges: The quantity to be paid for will be the lump sum quantity or quantities for the specific structures, or portions of structures to be removed.

110-11.4 Removal of Existing Concrete:

The quantity to be paid for will be the number of square yards of existing concrete elements, acceptably removed and disposed of, as specified. The quantity will be determined by actual measurement along the surface of the element before its removal. Measurements for appurtenances which have irregular surface configurations, such as curb and gutter, steps, and ditch pavement, will be the area as projected to an approximate horizontal plane. Where the removal of pavement areas is necessary only for the construction of box culverts, pipe culverts, storm sewers, inlets, manholes, etc., these areas will not be included in the measurements.

Area measurements for walls will be based on exposed vertical face measurements times the horizontal length of the wall.

110-11.5 Plugging Water Wells: The quantity to be paid for will be the number of water wells plugged, for each type of well (artesian or non-artesian).

110-11.6 Mailboxes: The quantity to be paid for will be the number of mailboxes acceptably furnished and installed.

110-11.7 Delivery of Salvageable Material to the Department The quantity to be paid for will be the Lump Sum quantity for delivery of salvageable materials to the Department, as indicated in the Plans.

110-11.8 General: In each case, except as provided below, where no item of separate payment for such work is included in the proposal, all costs of such work will be included in the various scheduled items in the Contract, or under specific items as specified herein below or elsewhere in the Contract.

110-12 Basis of Payment.

110-12.1 Clearing and Grubbing:

110-12.1.1 Lump Sum Payment: Price and payment will be full compensation for all clearing and grubbing required for the roadway right-of-way and for lateral ditches, channel changes, or other outfall areas, and any other clearing and grubbing indicated, or required for the construction of the entire project, including all necessary hauling, furnishing equipment, equipment operation, furnishing any areas required for disposal of debris, leveling of terrain and the landscaping work of trimming, etc.

Where construction easements are specified in the Plans and the limits of clearing and grubbing for such easements are dependent upon the final construction requirements, no adjustment will be made in the lump sum price and payment, either over or under, for variations from the limits of the easement defined in the Plans.

110-12.1.2 When No Direct Payment is Provided: When no item for clearing and grubbing is included in the proposal, the Contractor shall include the cost of any work of clearing and grubbing which is necessary for the proper construction of the project in the

Contract price for the structure or other item of work for which such clearing and grubbing is required. The Contractor shall include the cost of all clearing and grubbing which might be necessary in pits or areas from which base material is obtained in the Contract price for the base in which such material is used. The clearing and grubbing of areas for obtaining stabilizing materials, where required only for the purpose of obtaining materials for stabilizing, will not be paid for separately.

110-12.2 Selective Clearing and Grubbing: Price and payment will be full compensation for all selective clearing and grubbing, including all necessary hauling, furnishing equipment, Certified Arborist, equipment operation, furnishing any areas required for disposal of debris, leveling of terrain, root pruning and tree protection.

110-12.3 Removal of Existing Bridges: Price and payment will be full compensation for all work of removal and disposal of the designated bridges.

When direct payment for the removal of existing bridges is not provided in the proposal, the Contractor shall include the cost of removing all bridges in the Contract price for clearing and grubbing or, if no item of clearing and grubbing is included, in the compensation for the other items covering the new bridge being constructed.

110-12.4 Removal of Existing Concrete: Price and payment will be full compensation for performing and completing all the work of removal and satisfactory disposal.

When no separate item for this work is included, the Contractor shall include the costs of this work in the Contract price for the item of clearing and grubbing or for the pipe or other structure for which the concrete removal is required.

110-12.5 Plugging Water Wells: Price and payment will be full compensation for each type of well acceptably plugged.

If a water well requiring plugging is encountered and the Contract contains no price for plugging wells of that specific type, the plugging of such well will be paid for as unforeseeable work.

110-12.6 Mailboxes: Price and payment will be full compensation for all work and materials required, including supports and numbers.

110-12.7 Delivery of Salvageable Material to the Department: Price and payment will be full compensation for all work required for delivery of the materials to the Department.

110-12.8 Payment Items: Payment will be made under:

- Item No. 110- 1- Clearing and Grubbing - lump sum.
- Item No. 110- 2- Selective Clearing and Grubbing Area - acre.
- Item No. 110- 3- Removal of Existing Bridges - lump sum.
- Item No. 110- 4- Removal of Existing Concrete - per square yard.
- Item No. 110- 5- Plugging Water Wells (Artesian) - each.
- Item No. 110- 6- Plugging Water Wells (Non-Artesian) - each.
- Item No. 110- 7- Mailbox (Furnish and Install) - each.
- Item No. 110- 21 Tree Protection Barrier - per linear foot.
- Item No. 110- 22 Tree Root and Branch Pruning - per each tree.
- Item No. 110- 23 Tree Removal - per each tree.
- Item No. 110- 86- Delivery of Salvageable Material to FDOT - lump sum.

EARTHWORK AND RELATED OPERATIONS

SECTION 120 EXCAVATION AND EMBANKMENT

120-1 Description.

120-1.1 General: Excavate and construct embankments as required for the roadway, ditches, channel changes and borrow material. Use suitable excavated material or authorized borrow to prepare subgrades and foundations. Construct embankments in accordance with Standard Plans, Index 120-001. Compact and dress excavated areas and embankments.

Meet the requirements of Section 110 for excavation of material for clearing and grubbing and Section 125 for excavation and backfilling of structures and pipe. Material displaced by the storm sewer or drainage structure system is not included in the earthwork quantities shown in the Contract Documents.

The existing surface may be a combination of the following:

1. The original unpaved ground line;
2. The bottom of the existing pavement;
3. The bottom of existing features removed by clearing and grubbing;
4. The bottom of the existing base, if the base is to be removed.

The finished graded surface includes the completed grades of side slopes, unpaved shoulders, and the bottom of the base for flexible or rigid pavement.

120-1.2 Unidentified Areas of Contamination: When encountering or exposing any abnormal condition indicating the presence of contaminated materials, cease operations immediately in the vicinity and notify the Engineer. The presence of tanks or barrels; discolored earth, metal, wood, ground water, etc.; visible fumes; abnormal odors; excessively hot earth; smoke; or other conditions that appear abnormal may indicate the presence of contaminated materials and must be treated with extreme caution.

Make every effort to minimize the spread of contamination into uncontaminated areas. Immediately provide for the health and safety of all workers at the job site and make provisions necessary for the health and safety of the public that may be exposed to any potentially hazardous conditions. Ensure provisions adhere to all applicable laws, rules or regulations covering potentially hazardous conditions and will be in a manner commensurate with the gravity of the conditions.

The Engineer will notify the District Contamination Impact Coordinator (DCIC) who will coordinate selecting and tasking the Department's Contamination Assessment/Remediation Contractor (CAR). Provide access to the potentially contaminated area. Preliminary investigation by the CAR Contractor will determine the course of action necessary for site security and the steps necessary under applicable laws, rules, and regulations for additional assessment and/or remediation work to resolve the contamination issue.

The CAR Contractor will delineate the contamination areas, any staging or holding area required; and, in cooperation with the Prime Contractor and Engineer, develop a work plan that will provide the CAR Contractor's operations schedule with projected completion dates for the final resolution of the contamination issue.

The CAR Contractor will maintain jurisdiction over activities inside any outlined contaminated areas and any associated staging holding areas. The CAR Contractor will be responsible for the health and safety of workers within the delineated areas. Provide continuous

access to these areas for the CAR Contractor and representatives of regulatory or enforcement agencies having jurisdiction.

Both Contractors will use the schedule as a basis for planning the completion of both work efforts. The Engineer may grant the Contract Time extensions according to the provisions of 8-7.3.2.

Cooperate with the CAR Contractor to expedite integration of the CAR Contractor's operations into the construction project. The Prime Contractor is not expected to engage in routine construction activities, such as excavating, grading, or any type of soil manipulation, or any construction processes required if handling of contaminated soil, surface water or ground water is involved. All routine construction activities requiring the handling of contaminated soil, surface water or groundwater will be by the CAR Contractor. Adjustments to quantities or to Contract unit prices will be made according to work additions or reductions on the part of the Prime Contractor in accordance with 4-3.

The Engineer will direct the Prime Contractor when operations may resume in the affected area.

120-2 Classifications of Excavation.

120-2.1 General: The Department may classify excavation specified under this Section for payment as any of the following: regular excavation, subsoil excavation, lateral ditch excavation, and channel excavation.

If the proposal does not show subsoil excavation or lateral ditch excavation as separate items of payment, include such excavation under the item of regular excavation.

If the proposal shows lateral ditch excavation as a separate item of payment, but does not show channel excavation as a separate item of payment, include such excavation under the item of lateral ditch excavation. Otherwise, include channel excavation under the item of regular excavation.

120-2.2 Regular Excavation: Regular excavation includes roadway excavation and borrow excavation, as defined below for each.

120-2.2.1 Roadway Excavation: Roadway excavation consists of the excavation and the utilization or disposal of all materials necessary for the construction of the roadway, ditches, channel changes, etc., except for removal of existing pavement as defined in Section 110.

120-2.2.2 Borrow Excavation: Borrow excavation consists of the excavation and utilization of material from authorized borrow pits, including only material that is suitable for the construction of roadway embankments or of other embankments covered by the Contract.

A Cost Savings Initiative Proposal (CSIP) submittal based on using borrow material from within the project limits will not be considered.

120-2.3 Subsoil Excavation: Subsoil excavation consists of the excavation and disposal of muck, clay, rock, or any other material that is unsuitable in its original position and that is excavated below the existing surface. For pond and ditches that identify the placement of a blanket material, the existing surface is template as the bottom of the blanket material. Subsoil excavation also consists of the excavation of all suitable material within the above limits as necessary to excavate the unsuitable material. Consider the limits of subsoil excavation indicated in the Plans as being particularly variable, in accordance with the field conditions actually encountered.

The quantity of material required to replace the excavated material and to raise the elevation of the roadway to the bottom of the template will be paid for under embankment or borrow excavation (Truck Measure).

120-2.4 Lateral Ditch Excavation: Lateral ditch excavation consists of all excavation of inlet and outlet ditches to structures and roadway, changes in channels of streams, and ditches parallel to the roadway right-of-way. Dress lateral ditches to the grade and finished graded surface shown in the Plans.

120-2.5 Channel Excavation: Channel excavation consists of the excavation and satisfactory disposal of all materials from within the limits of the channel as shown in the Plans.

120-3 Preliminary Soils Investigations.

When the Plans contain the results of a soil survey, do not assume such data is a guarantee of the depth, extent, or character of material present.

120-4 Removal of Unsuitable Materials and Existing Roads.

120-4.1 Subsoil Excavation: Where muck, rock, clay, or other material within the limits of the roadway is unsuitable in its original position, excavate such material to the depths shown in the Plans as the removal limits or as indicated by the Engineer, and backfill with suitable material. Where the removal of plastic soils is required, meet a construction tolerance, of plus or minus 0.2 foot in depth and plus or minus 6 inches (each side) in width.

120-4.2 Construction over Existing Old Road: Where a new roadway is to be constructed over an old one, completely remove the existing flexible and Portland cement concrete pavement for the entire limits of the width and depth in accordance with Section 110. Compact disturbed material in accordance with Section 120 or 160, whichever material applies. If indicated in the Plans, remove the existing base in accordance with Section 110.

120-5 Disposal of Surplus and Unsuitable Material.

120-5.1 Ownership of Excavated Materials: Dispose of surplus and excavated materials as shown in the Plans or, if the Plans do not indicate the method of disposal, take ownership of the materials and dispose of them outside the right-of-way.

120-5.2 Disposal of Muck on Side Slopes: As an exception to the provisions of 120-5.1, when approved by the Engineer, in rural undeveloped areas, the Contractor may place muck (A-8 material) on the slopes, or store it alongside the roadway, provided there is a clear distance of at least 6 feet between the roadway grading limits and the muck, and the Contractor dresses the muck to present a neat appearance. In addition, the Contractor may also dispose of this material by placing it on the slopes in developed areas where, in the opinion of the Engineer, this will result in an aesthetically pleasing appearance and will have no detrimental effect on the adjacent developments. Where the Engineer permits the disposal of muck or other unsuitable material inside the right-of-way limits, do not place such material in a manner which will impede the inflow or outfall of any channel or side ditches. The Engineer will determine the limits adjacent to channels within which such materials may be disposed.

120-5.3 Disposal of Paving Materials: Unless otherwise noted, take ownership of paving materials, such as paving brick, asphalt block, concrete slab, sidewalk, curb and gutter, etc., excavated in the removal of existing pavements, and dispose of them outside the right-of-way. If the materials are to remain the property of the Department, place them in neat piles as directed. Existing base materials that are removed may be incorporated in the stabilized portion

of the subgrade in accordance with Section 160. If the construction sequence will allow, incorporate all existing base material into the project as allowed by the Contract Documents.

120-5.4 Disposal Areas: Where the Contract Documents require disposal of excavated materials outside the right-of-way, and the disposal area is not indicated in the Contract Documents, furnish the disposal area without additional compensation.

Provide areas for disposal of removed paving materials out of sight of the project and at least 300 feet from the nearest roadway right-of-way line of any State maintained road. If the materials are buried, disregard the 300 foot limitation.

120-6 Borrow.

120-6.1 Materials for Borrow: Do not open borrow pits until the Engineer has approved their location.

Prior to the purchase or use of any borrow pit materials, provide the Engineer with a written certification of borrow pit compliance meeting the requirements of Section 337.0262, Florida Statutes.

Do not provide borrow materials that are polluted as defined in Chapter 376 of the Florida Statutes (oil of any kind and in any form, gasoline, pesticides, ammonia, chlorine, and derivatives thereof, excluding liquefied petroleum gas) in concentrations above any local, State, or Federal standards.

Prior to placing any borrow material that is the product of soil incineration, provide the Engineer with a copy of the Certificate of Materials Recycling and Post Burn Analysis showing that the material is below all allowable pollutant concentrations.

120-6.2 Furnishing of Borrow Areas: To obtain the Engineer's approval to use an off-site construction activity area that involves excavation such as a borrow pit or local aggregate pit, request in writing, a review for cultural resources involvement. Send the request to the Division of Historical Resources (DHR), Department of State, State Historic Preservation Officer, Tallahassee, FL. As a minimum, include in the request the Project Identification Number, the County, a description of the property with Township, Range, Section, etc., the dimensions of the area to be affected, and a location map. Do not start any work at the off-site construction activity area prior to receiving clearance from the DHR that no additional research is warranted.

For certain locations, the DHR will require a Cultural Resources Assessment (CRA) Survey before approval can be granted. When this is required, secure professional archaeological services to complete an historical and archaeological survey report. Submit the report to the DHR and to the Department. The Engineer will determine final approval or rejection of off-site construction activity areas based on input from the DHR.

Before receiving approval or before use of borrow areas, obtain written clearance from the Engineer concerning compliance with the Federal Endangered Species Act and other Wildlife Regulations as specified in 7-1.4 and Section 4(f) of the USDOT Act as specified in 7-1.8.

The Department will adjust Contract Time in accordance with 8-7 for any suspension of operations required to comply with this Article. The Department will not accept any monetary claims due to delays or loss of off-site construction activity areas.

Except where the Plans specifically call for the use of a particular borrow or dredging area, the Contractor may substitute borrow or dredging areas of his own choosing provided the Engineer determines the materials from such areas meet the Department's standards and other requirements for stability for use in the particular sections of the work in which it is to be placed, and the Contractor absorbs any increase in hauling or other costs. Stake the corners of

the proposed borrow area and provide the necessary equipment along with an operator in order for the Engineer to investigate the borrow area. The Engineer will determine test locations, collect samples, and perform tests to investigate the proposed borrow area based on soil strata and required soil properties. The Engineer will approve use of materials from the proposed area based on test results and project requirements. Final acceptance of materials will be based on Point of Use Test as described in 6-1.2.4.

Before using any borrow material from any substitute areas, obtain the Engineer's approval, in writing, for the use of the particular areas, and, where applicable, ensure that the Engineer has surveyed the surface. Upon such written approval by the Engineer, consider the substitute areas as designated borrow areas.

When furnishing the dredging or borrow areas, supply the Department with evidence that the necessary permits, rights, or waivers for the use of such areas have been secured.

Do not excavate any part of a Contractor furnished borrow area which is less than 300 feet from the right-of-way of the project or any State Road until the Engineer has approved a plan for landscaping and restoring the disturbed area. Perform this landscaping and land restoration at no expense to the Department, prior to final acceptance of the project. Do not provide a borrow area closer than 25 feet to the right-of-way of any state road. In Department furnished borrow pits, do not excavate material within 5 feet of adjacent property lines.

Upon completion of excavation, neatly shape, dress, grass, vegetate, landscape, and drain all exposed areas including haul roads, as necessary so as not to present an objectionable appearance.

Meet the requirements of Section 104 when furnishing borrow areas, regardless of location.

120-6.3 Borrow Material for Shoulder Build-up: When indicated in the Plans, furnish borrow material with a specific minimum bearing value, for building up of existing shoulders. Blend materials as necessary to achieve this specified minimum bearing value prior to placing the materials on the shoulders. Take samples of this borrow material at the pit or blended stockpile. Include all costs of providing a material with the required bearing value in the Contract unit price for borrow material.

120-6.4 Haul Routes for Borrow Pits: Provide and maintain, at no expense to the Department, all necessary roads for hauling the borrow material. Where borrow area haul roads or trails are used by others, do not cause such roads or trails to deteriorate in condition.

Arrange for the use of all non-public haul routes crossing the property of any railroad. Incur any expense for the use of such haul routes. Establish haul routes which will direct construction vehicles away from developed areas when feasible, and keep noise from hauling operations to a minimum. Advise the Engineer in writing of all proposed haul routes.

120-6.5 Authorization for Use of Borrow: When the item of borrow excavation is included in the Contract, use borrow only when sufficient quantities of suitable material are not available from roadway and drainage excavation, to properly construct the embankment, subgrade, and shoulders, and to complete the backfilling of structures. Do not use borrow material until so ordered by the Engineer, and then only use material from approved borrow pits.

120-7 Materials for Embankment.

120-7.1 Use of Materials Excavated from the Roadway and Appurtenances: Assume responsibility for determining the suitability of excavated material for use on the project in

accordance with the applicable Contract Documents. Consider the sequence of work and maintenance of traffic phasing in the determination of the availability of this material.

120-7.2 General Requirements for Embankment Materials: Construct embankments of acceptable material including reclaimed asphalt pavement (RAP), recycled concrete aggregate (RCA) and Portland cement concrete rubble, but containing no muck, stumps, roots, brush, vegetable matter, rubbish, reinforcement bar or other material that does not compact into a suitable and enduring roadbed. Do not use RAP or RCA in the top 3 feet of slopes and shoulders that are to be grassed or have other type of vegetation established. Do not use RAP or RCA in stormwater management facility fill slopes or permitted wetland impact areas.

Remove all waste material designated as undesirable. Use material in embankment construction in accordance with Plans or as the Engineer directs.

Complete the embankment using maximum particle sizes (in any dimension) as follows:

1. In top 12 inches: 3-1/2 inches (in any dimension).
2. 12 to 24 inches: 6 inches (in any dimension).
3. In the depth below 24 inches: not to exceed 12 inches (in any dimension) or the compacted thickness of the layer being placed, whichever is less.

Spread all material so that the larger particles are separated from each other to minimize voids between them during compaction. Compact around these rocks in accordance with 120-9.2.

When and where approved by the Engineer, the Contractor may place larger rocks (not to exceed 18 inches in any dimension) outside the 1:2 slope and at least 4 feet or more below the bottom of the base. Compact around these rocks to a firmness equal to that of the supporting soil. Construct grassed embankment areas in accordance with 120-9.2.5. Where constructing embankments adjacent to bridge end bents or abutments, do not place rock larger than 3-1/2 inches in diameter within 3 feet of the location of any end-bent piling.

120-7.3 Materials Used at Pipes, Culverts, etc.: Construct embankments over and around pipes, culverts, and bridge foundations with selected materials.

120-8 Embankment Construction.

120-8.1 General: Construct embankments in sections of not less than 300 feet in length or for the full length of the embankment. Do not construct another LOT over an untested LOT without the Engineer's approval in writing.

For construction of mainline pavement lanes, turn lanes, ramps, parking lots, concrete box culverts and retaining wall systems, a LOT is defined as a single lift of finished embankment not to exceed 500 feet.

For construction of shoulder-only areas, shared use paths, and sidewalks areas, a LOT is defined as a single lift of finished embankment not to exceed 2000 feet.

Isolated compaction operations will be considered as separate LOTs. For multiple phase construction, a LOT shall not extend beyond the limits of the phase.

120-8.2 Dry Fill Method:

120-8.2.1 General: Construct embankments to meet the compaction requirements in 120-9 and in accordance with the acceptance program requirements in 120-10.

As far as practicable, distribute traffic over the work during the construction of embankments so as to cover the maximum area of the surface of each layer.

Construct embankment using the dry fill method whenever normal dewatering equipment and methods can accomplish the needed dewatering.

120-8.2.1.1 Maximum Compacted Lift Thickness Requirements:

Construct the embankment in successive layers with lifts up to a maximum listed in Table 120-1 below based on the embankment material classification group.

Table 120-1			
Group	AASHTO Soil Class	Maximum Lift Thickness	Thick Lift Control Test Section Requirements
1	A-3	12 inches	Not Needed
	A-2-4 (No. 200 Sieve ≤ 15%)		
2	A-1	6 inches without Control Test Section	Maximum of 12 inches per 120-8.2.1.2
	A-2-4 (No. 200 Sieve > 15%)		
	A-2-5, A-2-6, A-2-7, A-4, A-5, A-6		
	A-7 (Liquid Limit < 50)		

120-8.2.1.2 Thick Lift Requirements:

For embankment materials classified as Group 2 in Table 120-1 above, the option to perform thick lift construction in successive layers of not more than 12 inches compacted thickness may be used after meeting the following requirements:

1. Notify the Engineer and obtain approval in writing prior to beginning construction of a test section. Demonstrate the possession and control of compacting equipment sufficient to achieve density required by 120-10.2 for the full depth of a thicker lift.
2. Construct a test section of the length of one full LOT of not less than 500 feet.
3. Perform five Quality Control (QC) tests at random locations within the test section.
 - a. All five QC tests and a Department Verification test must meet the density required by 120-10.2.
 - b. Identify the test section with the compaction effort and soil classification in the Department’s Earthwork Records System (ERS).
4. Obtain Engineer’s approval in writing for the compaction effort after completing a successful test section.

In case of a change in compaction effort or soil classification, failing QC test or when the QC tests cannot be verified, construct a new test section. The Contractor may elect to place material in 6 inches compacted thickness at any time. Construct all layers approximately parallel to the centerline profile of the road.

The Engineer reserves the right to terminate the Contractor’s use of thick lift construction. Whenever the Engineer determines that the Contractor is not achieving satisfactory results, revert to the 6 inch compacted lifts.

120-8.2.1.3 Equipment and Methods:

Provide normal dewatering equipment including, but not limited to, surface pumps, sump pumps and trenching/digging machinery. Provide normal dewatering methods including, but not limited to, constructing shallow surface drainage trenches/ditches, using sand blankets, sumps and siphons.

When normal dewatering does not adequately remove the water, the Engineer may require the embankment material to be placed in the water or on low swampy ground in accordance with 120-9.2.3.

120-8.2.2 Placing in Unstable Areas: When depositing fill material in water, or on low swampy ground that will not support the weight of hauling equipment, construct the embankment by dumping successive loads in a uniformly distributed layer of a thickness not greater than necessary to support the hauling equipment while placing subsequent layers. Once sufficient material has been placed so that the hauling equipment can be supported, construct the remaining portion of the embankment in layers in accordance with the applicable provisions of 120-9.2.2.

120-8.2.3 Placing on Steep Slopes: When constructing an embankment on a hillside sloping more than 20 degrees from the horizontal, before starting the fill, deeply plow or cut steps into the surface of the existing slope on which the embankment is to be placed.

120-8.2.4 Placing Outside the Standard Minimum Slope: The standard minimum slope is defined as the plane described by a one (vertical) to two (horizontal) slope downward from the roadway shoulder point or the gutter line, in accordance with Standard Plans, Index 120-001 and 120-002. Where material that is unsuitable for normal embankment construction is to be used in the embankment outside the standard minimum slope, place such material in layers of not more than 18 inches in thickness, measured loose. The Contractor may also place material which is suitable for normal embankment, outside such standard minimum slope, in 18 inch layers. Maintain a constant thickness for suitable material placed within and outside the standard minimum slope, unless placing in a separate operation.

120-8.3 Hydraulic Method:

120-8.3.1 Method of Placing: When the hydraulic method is used, as far as practicable, place all dredged material in its final position in the embankment by such method. Place and compact any dredged material that is reworked, or moved and placed in its final position by any other method, as specified in 120-9.2. Baffles or any other form of construction may be used if the slopes of the embankments are not steeper than indicated in the Plans. Remove all timber used for temporary bulkheads or baffles from the embankment, and fill and thoroughly compact all voids. When placing fill on submerged land, construct dikes prior to beginning of dredging, and maintain the dikes throughout the dredging operation.

120-8.3.2 Excess Material: Do not use any excess material placed outside the prescribed slopes or below the normal high-water table to raise the fill areas. Remove only the portion of this material required for dressing the slopes.

120-8.3.3 Protection of Openings in Embankment: Maintain openings in the embankments at the bridge sites. Remove any material which invades these openings or existing channels without additional compensation to provide the same existing channel depth as before the construction of the embankment. Do not excavate or dredge any material within 200 feet of the toe of the proposed embankment.

120-8.4 Reclaimed Asphalt Pavement (RAP) Method:

120-8.4.1 General: Use only RAP material stored at facilities with an approved Florida Department of Environmental Protection Stormwater permit or, transferred directly from a milling project to the Department project. Certify the source if RAP material is from an identifiable Department project. Do not use RAP material in the following areas: construction areas that are below the seasonal high groundwater table elevation; MSE Wall backfill; underneath MSE Walls or the top 6 inches of embankment.

Prior to placement, submit documentation to the Engineer for his approval, outlining the proposed location of the RAP material.

120-8.4.2 Soil and RAP Mixture: Place the RAP material at the location and spread uniformly, using approved methods to obtain a maximum layer thickness of 4 inches. Mix this 4 inches maximum layer of RAP with a loose soil layer 8 to 10 inches thick. After mixing, meet all embankment utilization requirements of Standard Plans, Index 120-001 for the location used. The total RAP and other embankment material shall not exceed 12 inches per lift after mixing and compaction if the contractor can demonstrate that the density of the mixture can be achieved. Perform mixing using rotary tillers or other equipment meeting the approval of the Engineer. The Engineer will determine the order in which to spread the two materials. Mix both materials to the full depth. Ensure that the finished layer will have the thickness and shape required by the typical section. Demonstrate the feasibility of this construction method by successfully completing a 500 foot long test section.

120-8.4.3 Alternate Soil and RAP Layer Construction: Construct soil in 6 to 12 inch compacted lifts and RAP in alternate layers with 6 inch maximum compacted lifts. Use soil with a minimum LBR value of 40 to prevent failure during compaction of the overlying RAP layer. Demonstrate the feasibility of this construction method by successfully completing a 500 foot long test section.

120-9 Compaction Requirements.

120-9.1 Moisture Content: Compact the materials at a moisture content such that the specified density can be attained. If necessary to attain the specified density, add water to the material, or lower the moisture content by manipulating the material or allowing it to dry, as is appropriate.

120-9.2 Compaction of Embankments:

120-9.2.1 General: Uniformly compact each layer, using equipment that will achieve the required density, and as compaction operations progress, shape and manipulate each layer as necessary to ensure uniform density throughout the embankment.

120-9.2.2 Compaction Over Unstable Foundations: Where the embankment material is deposited in water or on low swampy ground, and in a layer thicker than 12 inches (as provided in 120-8.2.2), compact the top 6 inches (compacted thickness) of such layer to the density as specified in 120-10.2.

120-9.2.3 Compaction Where Plastic Material Has Been Removed: Where unsuitable material is removed and the remaining surface is of the A-4, A-5, A-6, or A-7 Soil Groups (see AASHTO M 145), as determined by the Engineer, compact the surface of the excavated area by rolling with a sheepsfoot roller exerting a compression of at least 250 psi on the tamper feet, for the full width of the roadbed (subgrade and shoulders). Perform rolling before beginning any backfill, and continue until the roller feet do not penetrate the surface more than 1 inch. Do not perform such rolling where the remaining surface is below the normal water table and covered with water. Vary the procedure and equipment required for this operation at the discretion of the Engineer.

120-9.2.4 Compaction of Grassed Shoulder Areas: For the upper 6 inch layer of all shoulders which are to be grassed, since no specific density is required, compact only to the extent needed for planting.

120-9.2.5 Compaction of Grassed Embankment Areas: Do not compact the outer layers of any embankments where plant growth will be established. Leave this layer in a loose condition to a minimum depth of 6 inches for the subsequent seeding or planting

operations. Do not place RAP or RAP blended material within the top 12 inches of areas to be grassed.

120-9.3 Compaction for Pipes, Culverts, etc.: Compact the backfill of trenches to the densities specified for embankment or subgrade, as applicable, and in accordance with the requirements of 125-9.2.

Thoroughly compact embankments over and around pipes, culverts, and bridges in a manner which will not place undue stress on the structures, and in accordance with the requirements of 125-9.2.

120-9.4 Compaction of Subgrade: If the Plans do not provide for stabilizing, compact the subgrade in both cuts and fills, to the density specified in 120-10.2. For cut areas, determine Standard Proctor Maximum Density in accordance with FM 1-T099 at a frequency of one per mile or when there is a change in soil type, whichever occurs first. For undisturbed soils, do not apply density requirements where constructing paved shoulders 5 feet or less in width.

Where trenches for widening strips are not of sufficient width to permit the use of standard compaction equipment, perform compaction using vibratory rollers, trench rollers, or other type compaction equipment approved by the Engineer.

Maintain the required density until the base or pavement is placed on the subgrade.

120-10 Acceptance Program.

120-10.1 General Requirements:

120-10.1.1 Initial Equipment Comparison: Before initial production, perform an initial nuclear moisture density gauge comparison with the Verification and Independent Assurance (IA) gauges. When comparing the computed dry density of one nuclear gauge to a second gauge, three sets of calculations must be performed (IA to QC, IA to Verification, and QC to Verification). Ensure that the difference between any two computed dry densities does not exceed 2 lb/ft³ between gauges from the same manufacturer, and 3 lb/ft³ between gauges from different manufacturers. Repair or replace any gauge that does not compare favorably with the IA gauge.

Perform a comparison analysis between the QC nuclear gauge and the Verification nuclear gauge any time a nuclear gauge or repaired nuclear gauge is first brought to the project. Repair and replace any QC gauge that does not compare favorably with the Verification gauge at any time during the remainder of the project. Calibrate all QC gauges annually.

120-10.1.2 Initial Production LOT: Before construction of any production LOT, prepare a 500 foot initial control section consisting of one full LOT. Notify the Engineer in writing at least 24 hours prior to production of the initial control section. Perform all QC tests required in 120-10.1.4 with the Engineer present. Do not begin constructing another LOT until successfully completing the initial production LOT

If the QC test result fails the density requirements of 120-10.2, correct the areas of non-compliance. The QC and Verification tests will then be repeated.

120-10.1.3 Density over 105%: When a QC computed dry density results in a value greater than 105% of the applicable Proctor maximum dry density, the Engineer will perform an Independent Verification (IV) density test within 5 feet. If the IV density results in a value greater than 105%, the Engineer will investigate the compaction methods, examine the applicable Standard Proctor Maximum Density and material description. The Engineer may

collect and test an IV Standard Proctor Maximum Density sample for acceptance in accordance with the criteria of 120-10.2.

120-10.1.4 Quality Control (QC) Tests:

120-10.1.4.1 Standard Proctor Maximum Density Determination:

Determine the QC standard Proctor maximum density and optimum moisture content by sampling and testing the material in accordance with the specified test method listed in 120-10.2.

120-10.1.4.2 Density Testing Requirements: Ensure compliance to the requirements of 120-10.2 by Nuclear Density testing in accordance with FM 1-T238. Determine the in-place moisture content for each density test. Use FM 1-T238, FM 5-507 (Determination of Moisture Content by Means of a Calcium Carbide Gas Pressure Moisture Tester), or ASTM D-4643 (Laboratory Determination of Moisture Content of Granular Soils by use of a Microwave Oven) for moisture determination.

120-10.1.4.3 Soil Classification: Perform soil classification tests on the sample collected in 120-10.1.4.1, in accordance with AASHTO T88, T89, T90, and FM 1-T267. Classify soils in accordance with AASHTO M145 in order to determine compliance with embankment utilization requirements as specified in Standard Plans, Index 120-001.

120-10.1.5 Department Verification: The Engineer will conduct Verification tests in order to accept all materials and work associated with 120-10.1.4. The Engineer will verify the QC results if they meet the Verification Comparison Criteria, otherwise the Engineer will implement Resolution procedures.

The Engineer will select test locations, including Station, Offset, and Lift, using a random number generator, based on the LOTs under consideration. Each Verification test evaluates all work represented by the QC testing completed in those LOTs.

In addition to the Verification testing, the Engineer may perform additional Independent Verification (IV) testing. The Engineer will evaluate and act upon the IV test results in the same manner as Verification test results.

When the project requires less than four QC tests per material type, the Engineer reserves the right to accept the materials and work through visual inspection.

120-10.1.6 Reduced Testing Frequency: Obtain the Engineer’s written approval for the option to reduce density testing frequency to one test every two LOTs if Resolution testing was not required for 12 consecutive verified LOTs, or if Resolution testing was required, but the QC test data was upheld and all substantiating tests are recorded in the ERS.

Generate random numbers based on the two LOTs under consideration. When QC test frequency is reduced to one every two LOTs, obtain the Engineer’s approval to place more than one LOT over an untested LOT. Assure similar compaction efforts for the untested LOTs. If the Verification test fails, and QC test data is not upheld by Resolution testing, the QC testing will revert to the original frequency of one QC test per LOT. Do not apply reduced testing frequency in construction of shoulder-only areas, shared use paths, sidewalks, and first and last lift.

120-10.1.7 Payment for Resolution Tests: If the Resolution laboratory results compare favorably with the QC results, the Department will pay for Resolution testing. No additional compensation, either monetary or time, will be made for the impacts of any such testing.

If the Resolution laboratory results do not compare favorably with the QC results, the costs of the Resolution testing will be deducted from monthly estimates. No additional time will be granted for the impacts of any such testing.

120-10.2 Acceptance Criteria: Obtain a minimum QC density of 100% of the standard Proctor maximum density as determined by FM 1-T099, Method C, with the following exceptions: embankment constructed by the hydraulic method as specified in 120-8.3; material placed outside the standard minimum slope as specified in 120-8.2.4 except when a structure is supported on existing embankment; and, other areas specifically excluded herein.

120-10.3 Additional Requirements:

120-10.3.1 Frequency: Conduct QC sampling and testing at a minimum frequency listed in Table 120-2 below. The Engineer will perform Verification sampling and tests at a minimum frequency listed in Table 120-2 below.

Test Name	Quality Control	Verification	Verification of Shoulder-Only Areas, Shared Use Paths, and Sidewalks
Standard Proctor Maximum Density	One per soil type	One per soil type	One per soil type
Density	One per LOT	One per four LOTS and for wet conditions, the first lift not affected by water	One per two LOTS
Soil Classification and Organic Content	One per Standard Proctor Maximum Density	One per Standard Proctor Maximum Density	One per Standard Proctor Maximum Density

120-10.3.2 Test Selection and Reporting: Determine test locations including stations and offsets, using the random number generator approved by the Engineer. Record data directly in the ERS. Do not use notepads or worksheets to record data for later transfer to the ERS. Notify the Engineer upon successful completion of QC testing on each LOT prior to placing another lift on top.

120-10.4 Verification Comparison Criteria and Resolution Procedures:

120-10.4.1 Standard Proctor Maximum Density Determination: The Engineer will verify the QC results if the results compare within 4.5 lb/ft³ of the Verification test result. Otherwise, the Engineer will take one additional sample of material from the soil type in question. The State Materials Office (SMO) or an AASHTO accredited laboratory designated by the SMO will perform Resolution testing. The material will be sampled and tested in accordance with FM 1-T099.

The Engineer will compare the Resolution test results with the QC test results. If all Resolution test results are within 4.5 lb/ft³ of the corresponding QC test results, the Engineer will use the QC test results for material acceptance purposes for each LOT with that soil type. If the Resolution test result is not within 4.5 lb/ft³ of the Contractor's QC test, the Verification test result will be used for material acceptance purposes.

120-10.4.2 Density Testing: When a Verification or IV density test fails the acceptance criteria, retest the site within a 5 foot radius and the following actions will be taken:

1. If the QC retest meets the acceptance criteria and meets the 120-10.1.1 criteria when compared with the Verification or IV test, the Engineer will accept those LOTS.

2. If the QC retest does not meet the acceptance criteria and compares favorably with the Verification or IV test, rework and retest the LOT. The Engineer will re-verify those LOTs.

3. If the QC retest and the Verification or IV test do not compare favorably, complete a new comparison analysis as defined in 120-10.1.1. Once acceptable comparison is achieved, retest the LOTs. The Engineer will perform new verification testing. Acceptance testing will not begin on a new LOT until the Contractor has a gauge that meets the comparison requirements.

Record QC test results in the ERS section of the Department's database.

120-10.4.3 Soil Classification: The Engineer will verify the QC test results if the Verification and the QC test results both match the soil utilization symbol listed in Standard Plans, Index 120-001. Otherwise, the Engineer will test the sample retained for Resolution testing. The SMO or an AASHTO accredited laboratory designated by the SMO will perform the Resolution testing. The material will be sampled and tested in accordance with AASHTO T 88, T 89, and T 90, and classified in accordance with AASHTO M 145.

The Engineer will compare the Resolution test results with the QC test results. If the Resolution test matches the QC soil utilization symbol, the Engineer will use the QC soil utilization symbol for material acceptance purposes. If the Resolution test result does not match the Contractor's QC soil utilization symbol, the Verification test results will be used for material acceptance purposes.

120-10.4.4 Organic Content: The Engineer will verify the QC test results if the Verification test results satisfy the organic content test criteria in Standard Plans, Index 120-001. Otherwise, the Engineer will test the sample retained for Resolution testing. The SMO or an AASHTO accredited laboratory designated by the SMO will perform Resolution testing. The material will be sampled and tested in accordance with FM 1-T 267. If the Resolution test results satisfy the required criteria, material of that soil type will be verified and accepted. If the Resolution test results do not meet the required criteria, reject the material and reconstruct with acceptable material.

120-10.5 Disposition of Defective Materials: Assume responsibility for removing and replacing all defective material, as defined in Section 6.

Alternately, submit an Engineering Analysis Scope in accordance with 6-4 to determine the disposition of the material.

120-11 Maintenance and Protection of Work.

While construction is in progress, maintain adequate drainage for the roadbed at all times. Maintain a shoulder at least 3 feet wide adjacent to all pavement or base construction in order to provide support for the edges.

Maintain all earthwork construction throughout the life of the Contract, and take all reasonable precautions to prevent loss of material from the roadway due to the action of wind or water. Repair, at no expense to the Department except as otherwise provided herein, any slides, washouts, settlement, subsidence, or other mishap which may occur prior to final acceptance of the work. Perform maintenance and protection of earthwork construction in accordance with Section 104.

Maintain all channels excavated as a part of the Contract work against natural shoaling or other encroachments to the lines and grades, shown in the Plans, until final acceptance of the project.

120-12 Construction.

120-12.1 Construction Tolerances: Shape the surface of the earthwork to conform to the lines and grades, and shown in the Plans. In final shaping of the surface of earthwork, maintain a tolerance of 0.3 foot above or below the finished graded surface with the following exceptions:

1. Shape the surface of shoulders to within 0.1 foot of the finished graded surface shown in the Plans.
2. Shape the earthwork to match adjacent pavement, curb, sidewalk, structures, etc.
3. Shape the bottom of conveyance ditches so that the ditch impounds no water.
4. When the work does not include construction of base or pavement, shape the entire roadbed (shoulder point to shoulder point) to within 0.1 foot above or below the Plan finished graded surface .
5. When the work includes permitted linear stormwater management facilities, shape the swales and ditch blocks to within 0.1 foot of the finished graded surface shown in the Plans.

Ensure that the shoulder lines do not vary horizontally more than 0.3 foot from the true lines shown in the Plans.

120-12.2 Operations Adjacent to Pavement: Carefully dress areas adjacent to pavement areas to avoid damage to such pavement. Complete grassing of shoulder areas prior to placing the final wearing course. Do not manipulate any embankment material on a pavement surface.

When shoulder dressing is underway adjacent to a pavement lane being used to maintain traffic, exercise extreme care to avoid interference with the safe movement of traffic.

120-13 Method of Measurement.

120-13.1 General: When payment for excavation is on a volumetric basis, the quantity to be paid for will be the volume, in cubic yards. The material will be measured in its original position by field survey or by photogrammetric means as designated by the Engineer, unless otherwise specified under the provisions for individual items.

Where subsoil excavation extends outside the lines shown in the Plans or authorized by the Engineer including allowable tolerances, and the space is backfilled with material obtained in additional authorized roadway or borrow excavation, the net fill, plus shrinkage allowance, will be excluded from the quantity of roadway excavation or borrow excavation to be paid for, as applicable.

The quantity of all material washed, blown, or placed beyond the limits of the finished graded surface will be determined by the Engineer and will be excluded from the quantity of roadway excavation or borrow excavation to be paid for, as applicable.

Subsoil excavation that extends outside the lines shown in the Plans or authorized by the Engineer including allowable tolerances will be excluded from the quantity to be paid for as subsoil excavation.

120-13.2 Roadway Excavation: The measurement will include only the net volume of material excavated between the original ground line or finished graded surface of an existing roadbed, as applicable, and the finished surface of new pavement, except that the measurement will also include all unavoidable slides which may occur in connection with excavation classified as roadway excavation.

The pay quantity will be the plan quantity provided that the excavation was accomplished in substantial compliance with the plan dimensions and subject to the provisions of 9-3.2 and 9-3.4. On designated 3-R Projects, regular excavation will be paid for at the Contract lump sum price provided that the excavation was accomplished in substantial compliance with the plan dimension.

120-13.3 Borrow Excavation: Measurement will be made on a loose volume basis, measured in trucks or other hauling equipment at the point of dumping on the road. If measurement is made in vehicles, level the material to facilitate accurate measurement.

Unsuitable material excavated from borrow pits where truck measurement is provided for and from any borrow pits furnished by the Contractor, will not be included in the quantity of excavation to be paid for.

120-13.4 Lateral Ditch Excavation: The measurement will include only material excavated within the lines and grades indicated in the Plans or as directed by the Engineer. The measurement will include the full length shown in the Plans or directed by the Engineer and acceptably completed. Excavation included for payment under Section 125 will not be included in this measurement.

The pay quantity will be the plan quantity provided that the excavation was accomplished in substantial compliance with the plan dimensions and subject to the provisions of 9-3.2 and 9-3.4.

120-13.5 Channel Excavation: The measurement will include only material excavated within the lines and grades indicated in the Plans or in accordance with authorized Plan changes. The measurement will include the full length shown in the Plans including any authorized changes thereto.

If shoaling occurs subsequent to excavation of a channel and the Engineer authorized the shoaled material to remain in place, the volume of any such material remaining within the limits of channel excavation shown in the Plans will be excluded from the measured quantity of channel excavation.

120-13.6 Subsoil Excavation: The measurement will include only material excavated within the lines and grades indicated in the Plans (including the tolerance permitted therefore) or as directed by the Engineer.

When no item for subsoil excavation is shown in the Contract but subsoil excavation is subsequently determined to be necessary, such unanticipated subsoil excavation will be paid for as provided in Article 4-4.

120-13.7 Embankment: The quantity will be at the plan quantity. Where payment for embankment is not to be included in the payment for the excavation and is to be paid for on a cubic yard basis for the item of embankment, the measurement will include material placed within the limits of the existing surface, to the finished graded surface as shown in the Plans, Standard Plans Index 120-001, or directed by the Engineer. Where embankment is constructed over an existing road, the embankment measurement will include only the material actually placed up to the finished graded surface. If there are authorized changes in plan dimensions or if errors in plan quantities are detected, plan quantity will be adjusted as provided in 9-3.2.

Any overrun or underrun of plan quantity for subsoil excavation which results in a corresponding increase or decrease in embankment will be considered as an authorized plan change for adjustment purposes as defined in 9-3.2.2.

No payment will be made for embankment material used to replace unsuitable material excavated beyond the lines and grades shown in the Plans or ordered by the Engineer.

In no case will payment be made for material allowed to run out of the embankment on a flatter slope than indicated on the Plans. The Contractor shall make his own estimate on the volume of material actually required to obtain the pay section.

120-14 Basis of Payment.

120-14.1 General: Prices and payments for the various work items included in this Section will be full compensation for all work described herein, including excavating, dredging, pumping, hauling, placing, and compacting; dressing the surface of the earthwork; maintaining and protecting the complete earthwork.

The Department will not allow extra compensation for any reworking of materials. The Department will compensate for the cost of grassing or other permanent erosion control measures directed by the Engineer as provided in the Contract.

120-14.2 Excavation:

120-14.2.1 Items of Payment: When no classification of material is indicated in the Plans, and bids are taken only on regular excavation, the total quantity of all excavation specified under this Section will be paid for at the Contract unit price for regular excavation.

When separate classifications of excavation are shown in the proposal, the quantities of each of the various classes of materials so shown will be paid for at the Contract unit prices per cubic yard for regular excavation, lateral ditch excavation, subsoil excavation, and channel excavation, as applicable, and any of such classifications not so shown will be included under the item of regular excavation (except that if there is a classification for lateral ditch excavation shown and there is no classification for channel excavation, any channel excavation will be included under the item of lateral ditch excavation). As an exception on designated projects, regular excavation will be paid for at the Contract lump sum price.

120-14.2.2 Basic Work Included in Payments: Prices and payments will be full compensation for all work described under this Section, except for any excavation, or embankment which is specified to be included for payment under other items. Such prices and payments will include hauling; any reworking that may be necessary to accomplish final disposal as shown in the Plans; the dressing of shoulders, ditches and slopes; removal of trash, vegetation, etc., from the previously graded roadway where no item for clearing and grubbing is shown in the Plans; and compacting as required.

120-14.2.3 Additional Depth of Subsoil Excavation: Where subsoil excavation is made to a depth of 0 to 5 feet below the depth shown in the Plans, such excavation will be paid for at the unit price bid.

Where subsoil excavation is made to a depth greater than 5 feet, and up to 15 feet, deeper than the depth shown in the Plans, such excavation will be paid for at the unit price bid plus 25% of such unit price. Additional extra depth, more than 15 feet below such plan depth, will be considered as a change in the character of the work and will be paid for as unforeseeable work.

Where no subsoil excavation is shown in a particular location on the original Plans, payment for extra depth of subsoil will begin 5 feet below the lowest elevation on the finished graded surface.

120-14.2.4 Borrow Excavation: When the item of borrow excavation is included in the Contract, price and payment will also include the cost of furnishing the borrow areas and any necessary clearing and grubbing thereof, the removal of unsuitable material that it is necessary to excavate in order to obtain suitable borrow material, and also the costs incurred in complying with the provisions of 120-6.3.

120-14.2.5 Materials Excluded from Payment for the Excavation: No payment for excavation will be made for any excavation covered for payment under the item of embankment.

No payment will be made for the excavation of any materials which is used for purposes other than those shown in the Plans or designated by the Engineer. No payment will be made for materials excavated outside the lines and grades given by the Engineer, unless specifically authorized by the Engineer. As an exception, in operations of roadway excavation, all slides and falls of insecure masses of material beyond the regular slopes that are not due to lack of precaution on the part of the Contractor, will be paid for at the Contract unit price for the material involved. The removal of slides and falls of material classified as lateral ditch excavation or as subsoil excavation will not be paid for separately, but will be included in the Contract unit price for the pay quantity of these materials, measured as provided in 120-14.

120-14.3 Embankment:

120-14.3.1 General: Price and payment will be full compensation for all work specified in this Section, including all material for constructing the embankment, all excavating, dredging, pumping, placing and compacting of material for constructing the embankment complete, dressing of the surface of the roadway, maintenance and protection of the completed earthwork, and the removal of rubbish, vegetation, etc., from the roadway where no clearing and grubbing of the area is specified in the Plans. Also, such price and payment, in each case, will specifically include all costs of any roadway, lateral ditch, or channel excavation, unless such excavation is specifically shown to be paid for separately, regardless of whether the materials are utilized in the embankment.

120-14.3.2 Excluded Material: No payment will be made for the removal of muck or overburden from the dredging or borrow areas. No payment will be made for embankment material used to replace muck or other unsuitable material excavated beyond the lines and grades shown in the Plans or ordered by the Engineer.

120-14.3.3 Clearing and Grubbing: No payment will be made for any clearing and grubbing of the borrow or dredging areas. Where no clearing and grubbing of such areas is specified in the Plans, the cost of any necessary clearing and grubbing will be included in the Contract unit or lump sum price for Embankment.

120-14.3.4 Cost of Permits, Rights, and Waivers: Where the Contractor provides borrow or dredging areas of his own choosing, the cost of securing the necessary permits, rights or waivers will be included in the Contract price for embankment.

120-14.4 Payment Items: Payment will be made under:

- Item No. 120- 1- Regular Excavation - per cubic yard.
- Item No. 120- 2- Borrow Excavation - per cubic yard.
- Item No. 120- 3- Lateral Ditch Excavation - per cubic yard.
- Item No. 120- 4- Subsoil Excavation - per cubic yard.
- Item No. 120- 5- Channel Excavation - per cubic yard.
- Item No. 120- 6- Embankment - per cubic yard.
- Item No. 120- 71- Regular Excavation (3-R Projects) - lump sum.

SECTION 570 PERFORMANCE TURF

570-1 Description.

Establish a growing, healthy turf over all areas designated in the Plans. Use sod in areas designated in the Plans to be sodded. Use seed, hydroseed, bonded fiber matrix, or sod in all other areas. Maintain performance turf areas until final acceptance of all Contract work in accordance with Section 5-11 and the establishment requirements of 570-4 have been met.

570-2 Materials.

Meet the following requirements:

Turf Materials	Section 981
Fertilizer	Section 982
Water	Section 983

570-3 Construction Methods.

570-3.1 General: Remove all construction debris in performance turf areas. Install performance turf at the earliest practical time for erosion control and establishment.

Shape the areas to be planted to the plan typical sections and lines and grade shown in the Plans.

Except in areas where the Contract Documents requires specific types of turf to match adjoining private property, any species of turf designated in Section 981 may be used. All of the permanent performance turf material shall be in place prior to final acceptance.

The Department will only pay for replanting as necessary due to factors determined by the Engineer to be beyond control of the Contractor.

Install all performance turf on shoulder areas prior to the placement of the friction course on adjacent pavement.

570-3.2 Seeding: At the Contractor’s option, wildflower seed may be included in the performance turf seeding operation or performed separately from the performance turf seeding. Seed must produce visible seedlings within 45 days of planting.

Use of compost meeting the requirements of Section 987 as mulch is acceptable unless otherwise specified.

570-3.3 Sod: Place the sod on the prepared surface, with edges in close contact. Do not use sod which has been cut for more than 48 hours.

Place the sod to the edge of all landscape areas as shown in the Plans and the Standard Plans.

Place rolled sod parallel with the roadway and cut any exposed netting even with the sod edge.

Monitor placed sod for growth of exotic or invasive pest plants and noxious weeds. If exotic or invasive pest plants and/or noxious weeds manifest themselves within 30 days of placement of the sod during the months April through October, within 60 days of placement of the sod during the months of November through March treat affected areas by means acceptable to the Department at no expense to the Department. If pest plants and/or noxious weeds manifest themselves after the time frames described above from date of placement of sod, the Engineer, at his sole option, will determine if treatment is required and

whether or not the Contractor will be compensated for such treatment. If compensation is provided, payment will be made as Unforeseeable Work as described in 4-4.

Remove and replace any sod as directed by the Engineer.

570-3.4 Hydroseeding: Use equipment specifically designed for mixing the mulch, seed, fertilizer, tackifier and dye, and applying the slurry uniformly over the areas to be hydroseeded.

Use mulch that does not contain reprocessed wood or paper fibers. Ensure that 50% of the fibers will be retained on a twenty-five mesh screen.

Mix fertilizer as required into the hydroseeding slurry.

Ensure that the dye does not contain growth or germination inhibiting chemicals.

When polyacrylamide is used as part of hydroseeding mix, only anionic polymer formulation with free acrylamide monomer residual content of less than 0.05% is allowed. Cationic polyacrylamide shall not be used in any concentration. Do not spray polyacrylamide containing mixtures onto pavement. These may include tackifiers, flocculants or moisture-holding compounds.

570-3.5 Bonded Fiber Matrix (BFM): Meet the minimum physical and performance criteria of this Specification for use of BFM in hydroseeding operations or temporary non-vegetative erosion and sediment control methods.

Provide evidence of product performance testing, manufacturer's certification of training and material samples to the Engineer at least 7 calendar days prior to installation.

Provide documentation to the Engineer of manufacturer's testing at an independent laboratory, demonstrating superior performance of BFM as measured by reduced water runoff, reduced soil loss and faster seed germination in comparison to erosion control blankets.

Use only BFMs that contain all components pre-packaged by the manufacturer to assure material performance. Deliver materials in UV and weather resistant factory labeled packaging. Store and handle products in strict compliance with the manufacturer's directions.

When polyacrylamide is used as part of hydroseeding mix, only anionic polymer formulation with free acrylamide monomer residual content of less than 0.05% is allowed. Cationic polyacrylamide shall not be used in any concentration. Do not spray polyacrylamide containing mixtures onto pavement. These may include tackifiers, flocculants or moisture-holding compounds.

Meet the following requirements after application of the formed matrix:

Ensure that the tackifier does not dissolve or disperse upon re-wetting.

Ensure that the matrix has no gaps between the product and the soil and that it provides 100% coverage of all disturbed soil areas after application.

Ensure that the matrix has no germination or growth inhibiting properties and does not form a water-repelling crust.

Ensure that the matrix is comprised of materials which are 100% biodegradable and 100% beneficial to plant growth.

Mix and apply the BFM in strict compliance with the manufacturer's recommendations.

Apply the BFM to geotechnically stable slopes at the manufacturer's recommended rates.

Degradation of BFM will occur naturally as a result of chemical and biological hydrolysis, UV exposure and temperature fluctuations. Re-application, as determined by the

Engineer, will be required if BFM-treated soils are disturbed or water quality or turbidity tests show the need for an additional application.

570-3.6 Watering: Water all performance turf areas as necessary to produce a healthy and vigorous stand of turf. Ensure that the water used for turf irrigation meets the requirements of Section 983.

570-3.7 Fertilizing: Fertilize as necessary to promote turf growth and establishment based on soil testing. Refer to Section 982 for fertilizer rates.

For bid purposes, base estimated quantities on an initial application of 265 lb/acre and one subsequent application of 135 lb/acre of 16-0-8.

570-3.8 Shoulder Treatment: Provide soil for shoulder treatment in accordance with Standard Plans, Index 570-010. Soil needed for these purposes will be included in the corresponding Pay Item.

570-4 Turf Establishment.

Perform all work necessary, including watering and fertilizing, to sustain an established turf, free of noxious weeds, at no additional expense to the Department. Provide the filling, leveling, and repairing of any washed or eroded areas, as necessary.

Established turf is defined as follows:

1. An established root system (leaf blades break before seedlings or sod can be pulled from the soil by hand).
2. No bare spots larger than one square foot.
3. No continuous sod seams running perpendicular to the face of the slope.
4. No bare areas comprising more than 1% of any given 1,000 square foot area.
5. No deformation of the performance turf areas caused by mowing or other Contractor equipment.
6. No exposed sod netting.
7. No competing vegetation, exotic or invasive pest plants or noxious weeds.

Monitor turf areas and remove all competing vegetation, exotic or invasive pest plants, and noxious weeds (as listed by the Florida Exotic Pest Plant Council, Category I “List of Invasive Species”, Current Edition, <https://www.fleppc.org>). Remove such vegetation regularly by manual, mechanical, or chemical control means, as necessary. When selecting herbicides, pay particular attention to ensure use of chemicals that will not harm desired turf or wildflower species. Use herbicides in accordance with 7-1.7.

If at the time that all other work on the project is completed, but all turf areas have not met the requirements for established turf set forth in 570-4, continuously maintain all turf areas until the requirements for established turf set forth in 570-4 have been met.

During establishment and until the performance turf is established in accordance with this Section, continue the inspection, maintenance, and documentation of erosion and sedimentation control items in accordance with Section 104. Remove and dispose of all erosion and sedimentation control items after the performance turf has been established.

Notify the Engineer, with a minimum of seven calendar days advance notice, to conduct inspections of the performance turf at approximate 90-day intervals during the establishment period to determine establishment. Results of such inspections will be made available to the Contractor within seven calendar days of the date of inspection. Determination of an established turf will be based on the entire project and not in sections.

Upon the determination by the Engineer that the requirements of 570-4 have been met and an established turf has been achieved and all erosion and sedimentation control items have

been removed, the Engineer will release the Contractor from any further responsibility provided for in this Specification.

The Contractor's establishment obligations of this specification will not apply to deficiencies due to the following factors, if found by the Engineer to be beyond the control of the Contractor, his subcontractors, vendors or suppliers:

1. Determination that the deficiency was due to the failure of other features of the Contract.
2. Determination that the deficiency was the responsibility of a third party performing work not included in the Contract or its actions.

The Department will only pay for replanting as necessary due to factors determined by the Department to be beyond the control of the Contractor.

570-5 Responsible Party.

For the purposes of this Specification, the Contractor shall be the responsible party throughout construction and establishment periods.

Upon final acceptance of the Contract in accordance with 5-11, the Contractor's responsibility for maintenance of all the work or facilities within the project limits of the Contract will terminate in accordance with 5-11; with the sole exception that the facilities damaged due to lack of established turf and the obligations set forth in this Specification-for performance turf shall continue thereafter to be responsibility of the Contractor as otherwise provided in this Section.

570-6 Statewide Disputes Review Board.

The Statewide Disputes Review Board in effect for this Contract will resolve any and all disputes that may arise involving administration and enforcement of this Specification related to the remedial work performed during the warranty period. The Responsible Party and the Department acknowledge that use of the Statewide Disputes Review Board is required, and the determinations of the Statewide Disputes Review Board for disputes arising out of this Specification will be binding on both the Responsible Party and the Department, with no right of appeal by either party. Meet the requirements of 8-3.

570-7 Failure to Perform.

Should the Contractor fail to timely submit any dispute to the Statewide Disputes Review Board, refuse to submit any dispute to the Statewide Disputes Review Board, fail to provide an established turf in accordance with 570-4 within six months of final acceptance of the Contract in accordance with 5-11, or fail to compensate the Department for any remedial work performed by the Department in establishing a turf and other remedial work associated with lack of an established turf, including but not limited to, repair of shoulder or other areas due to erosion and removal of sediments deposited in roadside ditches and streams, as determined by the Statewide Disputes Review Board to be the Contractor's responsibility, the Department shall suspend, revoke or deny the Contractor's certificate of qualification under the terms of Section 337.16(d)(2), Florida Statutes, until the Contractor provides an established turf or makes full and complete payment for the remedial work performed by the Department. In no case shall the period of suspension, revocation, or denial of the Contractor's certificate of qualification be less than six months. Should the Contractor choose to challenge the Department's notification of intent for suspension, revocation or denial of qualification and the Department's action is upheld,

the Contractor shall have its qualification suspended for a minimum of six months or until the remedial action is satisfactorily performed, whichever is longer.

570-8 Method of Measurement.

The quantities to be paid for will be plan quantity in square yards based on the area shown in the Plans, completed and accepted.

570-9 Basis of Payment.

Prices and payments will be full compensation for all work and materials specified in this Section.

Payment will be made under:

Item No. 570- 1- Performance Turf - per square yard.

EROSION CONTROL MATERIALS

SECTION 981 TURF MATERIALS

981-1 General.

The types of seed and sod will be specified in the Contract Documents. All seed and sod shall meet the requirements of the Florida Department of Agriculture and Consumer Services and all applicable state laws, and shall be approved by the Engineer before installation.

All seed, sod and mulch shall be free of noxious weeds and exotic pest plants, plant parts or seed listed in the current Category I “List of Invasive Species” from the Florida Exotic Pest Plant Council (FLEPPC, <https://www.fleppc.org>). Any plant officially listed as being noxious or undesirable by any Federal Agency, any agency of the State of Florida or any local jurisdiction in which the project is being constructed shall not be used. Any such noxious or invasive plant or plant part found to be delivered in seed, sod or mulch will be removed by the Contractor at his expense and in accordance with the law.

All materials shall meet plant quarantine and certification entry requirements of Florida Department of Agriculture & Consumer Services, Division of Plant Industry Rules.

981-2 Seed.

The seed shall have been harvested from the previous year’s crop. All seed bags shall have a label attached stating the date of harvest, LOT number, percent purity, percent germination, noxious weed certification and date of test.

Each of the species or varieties of seed shall be furnished and delivered in separate labeled bags. During handling and storing, the seed shall be cared for in such a manner that it will be protected from damage by heat, moisture, rodents and other causes.

All permanent and temporary turf seed shall have been tested within a period of six months of the date of planting.

All permanent and temporary turf seed shall have a minimum percent of purity and germination as follows:

1. All Bahia seed shall have a minimum pure live seed content of 95% with a minimum germination of 80%.
2. Bermuda seed shall be of common variety with a minimum pure live seed content of 95% with a minimum germination of 85%.
3. Annual Type Ryegrass seed shall have a minimum pure live seed content of 95% with a minimum germination of 90%.

981-3 Sod.

981-3.1 Types: Unless a particular type of sod is called for in the Contract Documents, sod may be either centipede, bahia, or bermuda at the Contractor’s option. It shall be well matted with roots. Where sodding will adjoin, or be in sufficiently close proximity to, private lawns, other types of sod may be used if desired by the affected property owners and approved by the Engineer.

981-3.2 Dimensions: The sod shall be taken up in commercial-size rectangles, or rolls, preferably 12 inches by 24 inches or larger, except where 6 inch strip sodding is called for, or as rolled sod at least 12 inches in width and length consistent with the equipment and methods used

to handle the rolls and place the sod. Sod shall be a minimum of 1-1/4 inches thick including a 3/4 inch thick layer of roots and topsoil. Reducing the width of rolled sod is not permitted after the sod has been taken up from the initial growing location. Any netting contained within the sod must be certified by the manufacturer to biodegrade within one year.

981-3.3 Condition: The sod shall be sufficiently thick to secure a dense stand of live turf. The sod shall be live, fresh and uninjured, at the time of planting. It shall have a soil mat of sufficient thickness adhering firmly to the roots to withstand all necessary handling. It shall be planted within 48 hours after being cut and kept moist from the time it is cut until it is planted. No sod which has been cut for more than 48 hours may be used unless specifically authorized by the Engineer. A letter of certification from the turf Contractor as to when the sod was cut, and what type, shall be provided to the Engineer upon delivery of the sod to the job site.

The source of the sod may be inspected and approved by the Engineer prior to being cut for use in the work.

981-4 Mulch.

The mulch material shall be compost meeting the requirements of Section 987, hardwood barks, shavings or chips; or inorganic mulch materials as approved by the Engineer; or hydraulically applied wood fiber mulch or bonded fiber matrix (BFM) for the establishment of turf material.

SECTION 983 WATER FOR GRASSING

The water used in the grassing operations may be obtained from any approved source. The water shall be free of any substance which might be harmful to plant growth. Effluent water shall meet all Federal, State and local requirements.



Florida Department of Transportation

RON DESANTIS
GOVERNOR

605 Suwannee Street
Tallahassee, FL 32399-0450

JARED W. PERDUE, P.E.
SECRETARY

May 16, 2023

HARTMAN CIVIL CONSTRUCTION COMPANY, INC.
9200 SW HWY. 484
OCALA, FLORIDA 34481

RE: CERTIFICATE OF QUALIFICATION

The Department of Transportation has qualified your company for the type of work indicated below.

FDOT APPROVED WORK CLASSES:

DRAINAGE, GRADING, GRASSING, SEEDING AND SODDING, SIDEWALK, Underground Utilities.

Unless notified otherwise, this Certificate of Qualification will expire **6/30/2024**.

In accordance with Section 337.14(4), Florida Statutes, changes to Ability Factor or Maximum Capacity Rating will not take effect until after the expiration of the current certificate of prequalification (if applicable).

In accordance with Section 337.14(1), Florida Statutes, an application for qualification must be filed within (4) months of the ending date of the applicant's audited annual financial statements.

If the company's maximum capacity has been revised, it may be accessed by logging into the Contractor Prequalification Application System via the following link:
[HTTPS://fdotwpl.dot.state.fl.us/ContractorPreQualification](https://fdotwpl.dot.state.fl.us/ContractorPreQualification)

Once logged in, select "View" for the most recently approved application, and then click the "Manage" and "Application Summary" tabs.

The company may apply for a Revised Certificate of Qualification at any time prior to the expiration date of this certificate according to Section 14-22.0041(3), Florida Administrative Code (F.A.C.), by accessing the most recently approved application as shown above and choosing "Update" instead of "View." If certification in additional classes of work is desired, documentation is needed to show that the company has performed such work.

All prequalified contractors are required by Section 14-22.006(3), F.A.C., to certify their work underway monthly in order to adjust maximum bidding capacity to available bidding capacity. You can find the link to this report at the website shown above.

Sincerely,

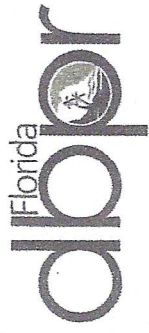
James E. Taylor II, Prequalification Supervisor
Contracts Administration Office

JTII:cg



Ron DeSantis, Governor

Melanie S. Griffin, Secretary



**STATE OF FLORIDA
DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION**

CONSTRUCTION INDUSTRY LICENSING BOARD

THE GENERAL CONTRACTOR HEREIN IS CERTIFIED UNDER THE
PROVISIONS OF CHAPTER 489, FLORIDA STATUTES

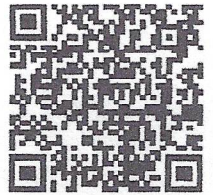
HARTMAN, MICHAEL ALLEN

HARTMAN CIVIL CONSTRUCTION COMPANY, INC.
9200 SW HIGHWAY 484
OCALA FL 34481

LICENSE NUMBER: CGC060004

EXPIRATION DATE: AUGUST 31, 2024

Always verify licenses online at MyFloridaLicense.com



Do not alter this document in any form.

This is your license. It is unlawful for anyone other than the licensee to use this document.